
Job Description – Cumbria Methodist Circuit (KSAT/ECMC) – Upper Eden Local Lay-Pastor 2025/26 v3

JOB DESCRIPTION

Job Title:	Upper Eden Local Lay-Pastor
Location:	<i>Cumbria Methodist Circuit (based at Langwathby)</i>
Responsible to:	The Lay Employee will be employed by the Cumbria Methodist Circuit – Upper Eden Area and will be under the supervision of a Supernumerary minister.
Responsible for:	Upper Eden Area churches (8)

Area of Work:

You will be ministering primarily with 8 churches along the Fellside of the Pennines in the beautiful Eden Valley in East Cumbria, a deeply rural setting between the Yorkshire Dales and Lake District, there is a town church at Appleby and Alston and six village congregations. The work will also support the Ecumenical East of Eden Mission Community potentially as Joint Leader.

Purpose and Objectives:

To work as part of a team providing ministerial and pastoral support to the eight congregations and their communities. This will include delivering the ecumenical Cumbria 'God for All' Vision and Strategy.

Main Responsibilities:

- Enabling lay leadership and building teams to make and grow disciples, and care for those in our communities.
- Supporting the ministers and pastoral visitors in the care and support of church members and others involved in the life of the church.
- Working to ensure good relationships and connections are built in the local area.
- Working with Ecumenical partners across the East of Eden and Heart of Westmorland Mission communities.
- Working with young people and families.
- To plan and lead worship.

Terms and conditions:

Terms of appointment:	Fixed 2 year contract.
Remuneration:	The salary will be c£23,500 per annum. Including use of Langwathby Manse

Hours of work	Normal working pattern: this is a full-time position (35 hours per week) which is expected to be worked flexibly.
Expenses	Expenses will be reimbursed, including standard travel expenses. Expenses will need to be agreed with the line manager.
Holiday entitlement	20 days statutory annual leave entitlement per year (excluding bank holiday).
Criminal record clearance	Appointment will be subject to a satisfactory enhanced DBS certificate and satisfactory safer recruitment.
References	Appointment will be subject to satisfactory references.
Probationary period	Appointment will be subject to the satisfactory completion of a six-month probationary period.

Management by Supernumerary minister

The Lay Employee will have a line manager whose responsibilities will be to:

- Oversee the work of the Lay Employee.
- Work collaboratively with the Lay Employee to encourage the churches to respond to new challenges and opportunities in mission within the Upper Eden area of the Cumbria Circuit.
- Determine priorities for the work with the churches.
- Prepare a personal development plan with the lay employee.
- Ensure good communications between all the 'stakeholders' (groups and networks) involved.
- Monitor and evaluate progress with the Lay Employee on a regular basis (meetings will take place monthly during the probationary period and quarterly thereafter).

Interviews will take place on 24th July 2025

Last Date Modified: 2nd June 2025