

Role Description

Role Title: Associate Minister (Ordained, Fixed Term, 2-year training role)

Departments: Chaplain and Liturgy

Line Manager: Canon Steward

St Paul's Cathedral is seeking an Anglican minister (ordained) with good pastoral and liturgical experience, who is committed to exploring ministry in a cathedral setting.

Overview

St Paul's Cathedral supports widening the cohort of those who are entering cathedral ministry and who will shape the role of cathedrals in the next decade.

Recent national reports from the Church of England, including 'From Lament to Action' (2021) and 'Let Justice Roll Down like Waters' (2023), evidence the lack of opportunity for many lay and ordained in developing ministry in cathedral settings.

In recent years, St Paul's has committed to a number of projects to widen access, including:

- **Community Engagement** – 2-year collaboration with the Collections Team supporting engagement with [South East Asian](#) and [Caribbean](#) communities in relation to St Paul's monuments, which has led to two heritage trails featuring Colonial-era monuments and community responses.
- **Girls Voices Project** – following a decision by Chapter in March 2022 to introduce Girl Choristers on the same basis as the current Boy Choristers, a major project ('[Girls Voices](#)') is fully underway with the next phase launched in September 2025. With a total of 60 choristers, this will make it the largest such choral foundation and programme in the world.
- **Fabric Projects** – the creation of a [fully accessible entrance](#) via the North Transept and the [Remember Me inner portico](#) significantly enhances the Cathedral's provision for all users.
- **Music Partnerships** – supported by the OBE Chapel Fund, St Paul's provides choral outreach to 13 schools in the East End of London, including the Hackney Children's Choir ([sing-st-pauls](#)).

The Chapter is firmly committed to maintaining and developing the established tradition of pastoral care, worship and music-making here, and recognises that in all areas of cathedral life there is a creative tension between continuity and change, established excellence and innovative exploration. As a key part of the Cathedral's overall mission in society, we are committed to addressing with

openness of mind and imagination the questions that are being raised in the Church and in society at large relating to the expectations and requirements of public worship. These questions include for example: the cultural reference points with which every cathedral is required to engage, the cultural diversity of modern London, and encouraging renewed confidence in the Church's liturgical language to communicate the Christian faith in society.

The Canon Precentor, Sacrist, and Succentor officiate at Evensong with the choir and take the lead in planning meetings for special services and their execution and delivery. They also share with the other ministers in officiating at Morning Prayer and in the regular celebrations of the Eucharist, both said and sung, and in preaching to a high standard.

Each year, in addition to over 1500 regular services, the Sacrist and Succentor also plan and execute over 100 special services ranging from charities and campaigning organisations celebrating their work to schools' anniversaries, local and national commemorations, and nationally broadcast services. During the month of November for example we will host Diocesan Confirmations, a number of Wreathlayings at memorials throughout the Cathedral, the Festival of St Cecilia, a Remembrance Day Service for the City of London, Evensong for the Royal School of Church Music, the annual US Thanksgiving Day Service, and two Advent Carols Services.

On many Saturdays in the year there are weddings and baptisms which are conducted by cathedral ministers for the wide range of people who are members of the cathedral community or of the various orders of chivalry associated with St Paul's.

Pastoral skills are needed for ministry with the Cathedral's large community of staff and volunteers as well as amongst our regular worshippers. Close liaison is required with musical, clerical and administrative staff, as well as Virgers and cathedral floor staff in the ordering of worship both regular and special. The Sacrist and Succentor also exercise pastoral sensitivity when regularly meeting with those who come to organise special services: for example, schools, charities, national institutions, or individuals arranging a memorial service for a loved one.

Safeguarding is taken extremely seriously at St Paul's Cathedral and all ministers, staff, volunteers are expected to adhere to our safeguarding policies, practices and procedures. In addition, all who minister, work and serve in the cathedral are expected to complete and maintain requisite safeguarding training. The Canon Steward, Safeguarding Officer and Chaplain work closely to ensure that safeguarding is effective and robust across the cathedral.

The Role of the Associate Minister

The two-year training role of Associate Minister is designed to be an entry-point into cathedral ministry, giving the individual the opportunity to experience a unique setting, to develop their pastoral and liturgical skills with a view to discerning whether God is calling them to ministry in a similar setting.

Working collegially with other ministers, staff and volunteers, the Associate Minister is an integral part of the Cathedral community, supporting and leading various pastoral and liturgical activities.

Role Description

Due to the varied nature of St Paul's Cathedral ministry and mission, the list of responsibilities and tasks is not exhaustive, but provides an overview of what the role involves.

To undertake duties on behalf of the Chapter under the direction of the Canon Steward namely:

General:

- Preaching and presiding
- Officiating at Morning and Evening Prayer
- Singing (optional, opportunity for development) and leading prayers at Mattins and Evensong

Pastoral:

- Working with Chaplain to offer pastoral care to visitors, staff and volunteers
- Leading pilgrimage tours according to need
- Supporting safeguarding activities, needs and concerns
- Supporting St Paul's Cathedral school's work (for example, assemblies)
- Baptism, Weddings & Confirmation preparation

Liturgical:

- Working with colleagues and with people and organisations outside the Cathedral to plan, prepare and execute regular and special services and events
- Preparation (with the assistance of Liturgical Support Officers) of orders of service; sourcing and drafting liturgical material as appropriate
- Preparation of ceremonial notes and briefing of those participating in worship

Please note, it may be that from time to time an individual is expected to perform tasks that may not be expressly stated in the role description but are nonetheless necessary in the day-to-day performance of their duties.

St Paul's Cathedral reserves the right to amend the role description as may from time to time be necessary to meet the changing needs of the organisation.

Person specification

- an Anglican priest with a breadth of prior ministerial, pastoral and liturgical experience
- committed to the discipline of daily worship and with an empathy for cathedral ministry
- able to lead worship and preach in an inspiring way
- experienced in pastoral care of children as well as adults, including leading school assemblies, and with experience of teaching and training
- experienced in leading occasional offices
- committed to good practice and ongoing learning in safeguarding
- welcoming of diversity and inclusion
- experienced in liaising with a wide range of staff, departments, volunteers, worshippers and members of the public, confident and reassuring in leading and supporting others
- with the experience and gravitas to represent the cathedral to a wide range of partners and organisations
- able to be flexible and undertake a wide variety of tasks according to need in a changing environment
- enjoys working in a team, copes well when under pressure, gracious with their own and others' mistakes, wanting to learn and grow
- resilient, with the ability to cope with uncertainty and change
- expected to share in St Paul's Cathedral's commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults
- adherence to Cathedral Safeguarding Policies and willingness to attend Safeguarding training and report any Safeguarding concerns through appropriate channels
- experience and knowledge of safeguarding requirements and procedures