Role Description for
Lead Area Director of Ordinands (LADO)

Appointed by and responsible to: The Bishop of Willesden

Day to Day Responsibility to: The post holder will meet for supervision regularly with the Area Director of Ministry

Relationships: Close working relationship with the Diocesan Director of Ordinands, and Area Directors of Ordinands, Vocations Enabler

Appointment: A voluntary role for a period of 3 years with a possibility of a renewal for a further 3 years

Conditions:
Expenses can be claimed from the Area Director of Ministry. Some limited administrative support may be provided by the Area Administrator and Area Director of Ministry’s PA.

Overview:
To work closely with the Willesden Staff team in encouraging and enhancing the mission of the Church in line with the objectives of the Diocese of London’s 2030 vision and the Willesden Area and Deanery Plans. To help churches live the 5 Anglican marks of mission, promoting a holistic approach keeping the 5 marks in balance and tension with each other.

Primary Task:
To lead in Willesden Area the work of discernment and preparation of ordinands in accordance with the Diocesan and national framework for discernment and selection. Reporting to the Area Director of Ministry (ADM), the post holder will recruit, train and support the ADO team; liaise with candidates and their incumbents, to oversee the Willesden Area discernment process.

Principal Duties and Accountabilities of the Role:
- To coordinate the process of discernment in the Willesden Area.
- To recruit, train and support the team of ADOs, including arranging termly ADO meetings.
- To liaise with new candidates, their referring incumbents and sponsors.
- To work closely with the Willesden ADM and ADM’s PA to advise on candidate post Stage 1 and Stage 2 development.
• Keep comprehensive, appropriate, up to date records for each ordinand in line with diocesan GDPR policy.
• Prepare sponsoring papers, where appropriate, to the high standard expected by both the National Ministry Team (NMT) and the Diocese.
• Advise sponsoring Bishop(s) on candidates.
• Liaise with the NMT and candidates about dates and venues for selection events (both Stage 1 and Stage 2) and debrief candidates following the selection event.
• Explore provision of practise BAP for candidates
• Maintain liaison with sending incumbent
• Keep up to date with training pathways and advise ordinands with regard to suitable training options in consultation with the Area Director of Ministry.
• Liaise with the Ordinand and ADO/DDO regarding funding of training.
• Keep up to date with national and Diocesan policy and with NMT practice in regard to selection.
• Take up opportunities for training and personal development in the role (e.g.: new ADO training courses run by NMT.)
• There will be an annual review of this ministry with the ADM.

Person Specification:

General
• The person appointed will either be an ordained priest within the Church of England

Core Competencies
• Proven experience in the areas of discernment and pastoral care.
• Proven experience of working with individuals in depth is essential.
• Experience in interviewing and assessing the vocational calling and suitability of those who present themselves as candidates for public, professional ministry, would be helpful.
• An ability to write reports and to work within the frameworks of policy laid down by the Church of England.
• Self-awareness and the willingness to embrace both their strength and weakness as being part of what they bring to the role
• Experience in parochial ministry
• Creativity in helping the church in Willesden to grow in a challenging wider landscape
• Flexible and imaginative approach to new and renewed models of ministry and church
• Proven ability to work with widely different theological approaches within the Anglican Church.
• Experience and ability to enable ethnic diversity within churches and in their mission
• A demonstrable ability in strategic planning, handling a diverse workload and keeping to deadlines.
• Effective communicator
• High level of organisational skills
• High capacity to make good judgments and be willing to lean into difficult decisions/conversations
• Clear and incisive decision-making skills
• Emotional intelligence
• Team player and experience of building and leading teams
• Demonstrate a personal commitment to continuing ministerial development
**General Conditions:**

We understand the benefits of deploying individuals from a range of backgrounds, with diverse cultures and talents. We aim to build a team culture in Willesden that:

- Values difference in others and respects the dignity and worth of each individual
- Reflects the diversity of Willesden exists to serve
- Fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential.

We are committed to giving equal opportunities and ensuring that roles are appointed fairly and are not subjected to discrimination. We want to provide genuine equality of opportunity. We expect all appointees to be treated and to treat others with respect. Our aim is to enable a working culture free from harassment, intimidation, or discrimination in any form which may affect the dignity of the individual.

Equal treatment amongst differing people from diverse backgrounds is one of the central precepts of the Church of England’s mission and theology. The Church of England values the richness which this equal treatment brings to the workplace.