

Generic Job Description Bishop

Post: Diocesan Bishop

Purpose: To be the chief shepherd, pastor and minister of the diocese, a visible sign serving the Church's unity and continuity in apostolic life, mission and ministry.

Responsible: in conjunction with others for;

- People
- Mission
- Teaching
- Preaching
- Finance
- Worship
- Ministry

GENERIC FUNCTIONS

1. To lead the clergy and laity of the Diocese in mission and ministry
2. To proclaim the Gospel
3. To teach and guard the Faith
4. To minister the Word and Sacraments
5. To affirm the call of, and to ordain, send out and appoint new ministers
6. To confirm.
7. To resource and guide the clergy.
8. Where necessary to exercise discipline.
9. To guide the people of God.
10. To work for the unity of the Church.

SPECIFIC FUNCTIONS AND DUTIES

1. To lead and co-ordinate the Bishop's staff in carrying out the episcopal administration of the Diocese.
2. To plan ahead and keep the Diocese under review to ensure that:- Clergy and laity are supported and encouraged in developing the mission and ministry of the Diocese – Clergy resources are deployed in the most effective way.
3. To operate effective policies and procedures for clergy including: – Appointments – Selection procedures – Training and development – managing clergy incapacity – Sabbaticals – Grievance – Discipline – Retirement.
4. To create a culture to enable clergy to give of their best both individually and in team situations.
5. To serve as President of the Diocesan Synod and Bishop's Council/Standing Committee
6. To be a member of the Provincial Synod
7. To assist in the development, implementation, monitoring and review of provincial policies and procedures on a range of matters affecting the Church in Cyprus and the Gulf, and the Anglican Communion.
8. To grant licences and dispensations
9. To ensure that parish visitations are undertaken.
10. To adjudicate in liturgical disputes and exclusion from the Eucharist.
11. To inspire the people of God in their worship, witness and service in his Name.
12. To encourage good and courteous relationships with political leaders, leaders of other Churches and Faith Community