

### **Role description for PCC members**

**Role:** To consult with the Incumbent and PCC on matters of general concern and importance to the parish; and promote in the parish the whole mission of the church, including its spiritual, legal, financial, pastoral and missionary functions.

(This role description must be read in conjunction with any guidelines and rulings issued by the Church of England on any Parochial Church Council roles and responsibilities)

### **Role Requirements:**

**To be:** To be a person of integrity, called by God and approved by All Saints Church, who serves in a gracious, Christ-like manner; and who treats each member of the parish with respect and dignity, as a unique individual created in the image of God.

### **To do, along with other PCC members:**

- To share the privileges and responsibility of decision making with the incumbent.
- To take responsibility for the right administration of the church and its properties.
- To make financial provision for staff salaries, parish share, and the general running costs of the parish; and to attend to charitable needs in compliance with Charity Law.
- To respond to Diocesan and Deanery Synods, and communicate matters of concern to them.
- To be responsible for maintaining and repairing all Church buildings, contents and surrounding grounds. To be responsible for carrying out the recommendations of the quinquennial report.
- To be consulted on the appointment of a new incumbent.
- To be responsible, along with the incumbent, for deciding which forms of services are used within the parish.
- To attend meetings regularly and to read minutes, financial statements and papers before each meeting. (There are six meetings a year on Thursday evenings and the APCM in April).
- To pray over agenda items, and listen to others with an open mind.
- To serve on at least one Ministry/Mission team, if possible.
- To participate in discussions and maintain the confidentiality of the Council as appropriate.
- To be available as a conduit of views from the congregation to the PCC.
- To be a trustee of All Saints Church, Grayswood
- To read, adhere to and promote the church's Safeguarding Policy and to adhere to all other policies of the church
- To attend an annual PCC Day Away, for support and supervision by the Incumbent

**Reports to:** The incumbent

**Agreement:** I agree to being a PCC member at All Saints Church , under the supervision of the incumbent. I agree to comply with all aspects of the Safeguarding Policy and all other church policies.

Name (print and sign): \_\_\_\_\_

Incumbent: \_\_\_\_\_

Date: \_\_\_\_\_

