

Volunteer Role Description

JOB TITLE

Member of Methodist Diaconal Order Support and Advisory Group (lay person)

ROLE PURPOSE AND OBJECTIVES

The Methodist Diaconal Order Support and Advisory Group exists to offer support and advice to the Warden and Deputy Warden of the Methodist Church Diaconal Order. The Group is currently looking for a lay member of the Methodist Church in Britain to join it from September 2024.

The Support and Advisory Group meets to offer reflective support to the Warden and Deputy Warden in their roles, and offer advice on emerging issues. It also has responsibility for overseeing some of the finances, and working with the Warden and Deputy Warden to consult the Order on matters referred to it by the Methodist Conference or the Council.

It is appointed by Methodist Council, and is made up of two lay people, two presbyters and two deacons, in addition to a chair, and meets about five times a year. Most meetings last about 90 minutes and will be online, with one or two longer in person meetings in London. Members are also invited to attend some parts of the annual Convocation gathering of deacons in May.

ROLE RESPONSIBILITIES

This member will be a lay person and member of the Methodist Church

Members of the MDO Support and Advisory Group will

- participate in about five meetings a year, a mixture of online and in person
- prepare for these meetings by considering the agenda and any papers
- lead devotions before meetings from time to time,
- be able to listen to the Warden and Deputy Warden and offer reflective support and advice in their roles
- reflect of the wider Methodist Church and the role of MDO within it
- help the Group to consider the finances of the relevant funds
- volunteer for tasks following meetings (eg leading sessions at Convocation or participating in panels).
- be a willing advocate for the Order in the wider Church
- commit to pray for the Order regularly
- where possible attend some of Diaconal Convocation in the May of each year.

Members will bring some knowledge of and enthusiasm for the Methodist Diaconal Order, for example through having experienced the ministry of a deacon in a local church, but will develop a greater understanding of the Order through their involvement with the Group.

We are seeking to be a more diverse group to mirror the MDO and the Methodist Church's commitment to Justice, Solidarity and inclusion

Members serve for an initial term of three years, renewable for a further three years. Travel expenses are paid in line with the Methodist Church travel policy.

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Person Specification

Experience
experience or understanding of (and enthusiasm for) the Methodist Diaconal Order
Experience of the ministry of a Methodist Deacon in a church or circuit context
Abilities, Knowledge and Skills
Ability and willingness to prepare for and participate constructively in Group meetings
Ability to communicate effectively
Ability to work as a part of team
Ability to think strategically
Ability to offer reflective support and advice
Ability to understand simple budgets and finance reports
Ability to be an advocate for the Order in the wider Methodist Church
Ability and willingness to contribute to the life of the Order as appropriate
Willingness to pray for the Order
Personal Qualities
Member in good standing of the Methodist Church in Britain
Self-aware
Accepts personal and collective responsibility
Able to hold sensitive matters in confidence