

## **Role description for a Lay Deanery Synod Representation**

**Role:** To represent the parish of Burpham at Deanery Synod and to report back from the Deanery Synod to the PCC.

*(This Role Description must be read in conjunction with any guidelines and rulings issued by the Church of England regarding Deanery Synod representatives and Role Description for members of the Parochial Church Council)*

### **Role Requirements:**

**To be:** To be a person of integrity, called by God and approved by Burpham Church, who represents the parish of Burpham in a gracious, Christ-like manner; treating each member of the parish and Deanery Synod with respect and dignity, as a unique individual created in the image of God. To be baptised and on the Electoral Roll of the parish. To be elected at the APCM to serve for 3 years.

### **Responsibilities - To do:**

- To attend the 3 meetings of the Deanery Synod each year and report back to the PCC. (These evening meetings are hosted by different churches in the Guildford deanery).
- To attend PCC meetings during the term of office.
- To seek the opinions of the congregations and through the PCC, feedback to the Deanery Synod.
- To be fully involved in the work of the Deanery Synod which considers all aspects of church life: initiatives being referred to it from the national church; diocesan issues over priorities of work; sharing of information on the life of the church at a local level; making decisions on key policies affecting the Church in the Deanery.
- To take part in the election of General Synod members – Deanery Synod members elect the diocesan members of General Synod's House of Laity once every five years, using a single transferable vote. If an election takes place during their term, representatives should take the time to understand the views and abilities of the candidates, for example by attending hustings; and should also canvas opinions from the congregation and PCC before deciding how to rank the candidates when voting.
- To read and adhere to the church's Safeguarding Policy ( [www.cofeguildford.org.uk/safeguardingpolicy](http://www.cofeguildford.org.uk/safeguardingpolicy) ), including Safer Recruitment and Training requirements; and to adhere to all other policies of the church
- To attend any PCC "away day" events as arranged by the Incumbent or PCC.

**Reports to:** The Incumbent / PCC

**Agreement:**

I agree to being a Deanery Synod Representative at Burpham Church, under the supervision of the Incumbent. I agree to comply with all aspects of the Diocesan Safeguarding Policy [www.cofeguildford.org.uk/safeguardingpolicy](http://www.cofeguildford.org.uk/safeguardingpolicy), including recruitment and training requirements; and all other church policies.

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

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

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

*Diocesan Form approved October 2017, Burpham Church version March 2023*