

ST MELLITUS COLLEGE

Director of St Mellitus College, East Midlands

St Mellitus College (SMC) seeks to provide innovative theological education and training for those called to serve Christ in the church and the world. Our vision is to see theologically confident and committed followers of Jesus in every church. We are a national college with delivery centres across the UK and key partnerships internationally. The training we offer at introductory, undergraduate, and postgraduate levels is vibrant and rigorous.

The Director of St Mellitus College, East Midlands (SMC EM) will be responsible for managing the day-to-day delivery of the ordination training and independent study route through SMC EM, working closely with the college's national leadership team as well as the Church of England dioceses in the East Midlands and wider region. The Director of SMC EM will also liaise directly with the East Midlands Advisory Board. The Director of SMC EM is ultimately responsible to the Executive Principal. Office space will be provided in the East Midlands teaching centre.

This full-time post is open to candidates who are ordained in the Church of England or who have other standing and experience sufficient to enable them to relate in the way required to students, staff, placement supervisors, diocesan colleagues and other stakeholders. Within those parameters, we especially welcome applications from candidates with experiences and characteristics which are underrepresented in theological education.

EXPECTATIONS

All academic staff are expected to engage in four primary areas which should be exhibited in their delivery of key tasks and responsibilities and in their own personal qualities and character. Engagement in each of these areas may take a number of different forms dependent on the individual, their experience, areas of expertise, and personal and professional development.

Excellence in Teaching & Learning	We seek to deliver academic excellence, offering high-quality teaching which enables and enhances students' learning. We want our staff team to be at the cutting edge of thinking as well as pedagogical practice and striving to provide the best learning experience for students as well as taking responsibility for investing in and developing their own skills and knowledge.

Excellence in Formation	We believe all Christians should be seeking to be formed by the Holy Spirit in Christ-like character. Staff members have responsibility for overseeing and supporting the formational journey of students and should themselves remain open, engaged and responsive to their own growth and formation in Christ.

Contribution to the Church	We believe that the true home for theology is within the church and should be undertaken in the context of worship, prayer, mission and unity. Staff are expected to be actively involved in a local church, engaged in mission, seeking to serve and build up the church, and contributing both in local ministry and where applicable in national conversations.

Contribution to the College	We want staff to be committed to the vision, values and work of the college, to have a passion for its mission and a sense of personal responsibility for the overall success of the team. Staff should fully participate in and have a willingness to contribute to the wider life of the college.

KEY TASKS

Director of SMC East Midlands:

- Oversight and visible leadership of the EM centre, ensuring it flourishes as a fully integrated part of the national College, under the direction of the National Leadership Team
- Provide responsive and adaptable leadership, modelling a humble and gracious approach and, supporting and enabling the team to respond thoughtfully, constructively and generously to emerging needs
- Work in close partnership with the Director of Training, Head of Operations, Centres and Operations Manager, East Midlands Centre Coordinator and wider Operations team to ensure the effective planning and delivery of East Midlands activities, recognising the shared responsibility for providing an excellent student experience and enabling the centre to flourish.
- Develop and maintain collaborative working relationships with EM Dioceses, particularly partner dioceses and their senior staff teams, and with host premises over facilities
- Administration of and participation in the SMC EM Advisory Board
- Oversight of student recruitment for EM based SMC programmes, which involves leading Open Days, arranging placements for full-time ordinands, liaising with DDOs, Bishops, potential ordinands, undergraduate and postgraduate students and the College Admissions team
- Support the delivery of academic programmes in the EM centre, ensuring compliance with College curriculum and College academic policies and procedures
- Oversee the community life, worship, and pastoral care at the EM centre
- Under the oversight of the National Leadership Team, responsible for the formation, support and development of SMC EM full-time context-based ordinands, and part-time ordinands, and other independent undergraduate and postgraduate students
- Oversee The Forge for the EM centre, including identifying speakers and agreeing localised content
- Work with the Head of Finance and COO to ensure appropriate expenditure in relation to the EM centre
- Oversight of the local EM staff team including local staff meetings, line management responsibilities and involvement in recruitment and induction of staff members concerned with the delivery of the EM programmes
- Oversee the work of formation group tutors in the EM and relationships with incumbents and placement supervisors
- Oversight and encouragement of local spouses/families/key supporters' provision
- Supporting final year ordinands in their discernment about potential Title Posts
- Meet regularly with senior students to ensure their feedback, insights and recommendations are heard, appropriately communicated and considered, and acted upon where appropriate.

Teaching & Learning

- Teaching on academic programmes at SMC's various venues including daytime, evening, teaching weeks and residential sessions.
- Assessing student work through first marking and moderation.
- Developing and managing course modules as required.
- Engage in supervision of BA and MA dissertations in line with subject specialism.
- Pursue ongoing CPD to ensure drawing from latest pedagogical research.
- Pursue ongoing personal research within academic specialism through reading, publication, and conference attendance so that teaching is research-led and informed by global voices.
- Contribute to theological confidence through publication, conference participation, and public speaking

Formation

- Acting as Formation Group Tutor to designated students, including: proactive engagement in the students' formational development and preparation for ministry, being the first point of contact for academic, formational and pastoral support, leading formation group sessions, and conducting regular 1-1 tutorials.
    - If a tutor for ordinands, act as point of contact with placement context, including conducting annual placement visits, and writing annual Bishop's Report.
- Attending College residentials and teaching weeks as required for lecturing and formation.
- Pursue ongoing personal development through engagement in annual reviews.

Other responsibilities

- Attending all local and national staff meetings, including the staff gathering, staff retreat, and end of year celebration
- Attending (either in person or via video conference) all relevant Working Group meetings
- Meet with the National Leadership Team as required to discuss the progress of the East Midlands centre and its relationship with other parts of the College
- Play a full part in the worshipping community of the college. Leading and preaching at college worship services as required
- General administrative duties and other tasks, as required by college leadership.
- Presence at conferences and events as required

KEY COMPETENCIES

Essential:

- Doctorate in field relevant for teaching specialism in theology
- An ordained Anglican priest with experience of missional leadership, or other standing and experience sufficient to enable them to relate in the way required to students, staff, placement supervisors, diocesan colleagues and other stakeholders
- Teaching experience at Diploma and BA level, and preferably at MA level
- Experience of and high standards in ministerial formation.
- High levels of personal initiative, courage and resilience, paired with a godly humility, teachability, and a readiness to listen to others.
- A sincere, deep and mature Christian faith and life of prayer and worship, as well as theological wisdom, both publicly and privately
- Passion for theology transforming people's minds, lives and society
- Able to lead and nurture a Centre community in which people are known, cared for and encouraged to grow in faith, vocation and ministry
- Flexible, reliable self-starter who is able to collaborate and work well with others.
- Strong inter-personal and pastoral skills, good relational judgement and wisdom, along with emotional intelligence
- Able to communicate with credibility and clarity across contexts
- Experience of cultivating a healthy and resilient team
- Able to exercise sound judgement, prioritise confidently and make informed decisions
- Demonstrates discretion, confidentiality, and self-awareness, earning trust through openness and a willingness to learn and grow
- Demonstrates humility, grace and emotional maturity
- A solutions-focused attitude, engaging collaboratively and constructively with complexity and challenge
- Support for St Mellitus College's mission to 'provide innovative theological education and training for those called to serve Christ in the church and the world.'
- Support for the training of women and men alongside each other for ordained, licensed lay and wider ministry.
- Support of St Mellitus College's commitment to Generous Orthodoxy which trains ordinands in such a way that all mainstream traditions of the Church have proper recognition and provision within the training.
- Attendance and involvement in a local church context

Desirable:

- A working knowledge of the structures, ministerial patterns and training pathways of the Church of England.
- Experience of missional leadership in the East Midlands
- Teaching qualification

WORKING ENVIRONMENT

The College is dedicated to providing theology in the context of worship, unity and mission, all of which helps Christians explore their faith more deeply. We are outward-looking, prayerful and striving for excellence in everything we do. We seek to be professional at all times, taking God seriously but not ourselves.

JOB REQUIREMENTS and BENEFITS:

- This is a full-time position
- The employer will be St Mellitus College.
- The start date for this role will be 1 January 2027 or as soon as possible thereafter but we would be delighted to consider candidates who could start sooner than this.
- Six weeks' holiday per annum: please note term times, holidays will usually be granted around these and/or half-terms. The holiday year runs September-August
- The post will based at our East Midlands Centre
- Evening and weekend availability and some travel required in order to deliver teaching and formational work with students and attendance at in-person staff gatherings. Such requirements will be communicated in good time in order to enable appropriate arrangements to be put in place as needed.
- There is a one term probationary period.

