

allsaintsworcester

STANDING FOR ELECTION AS A CHURCHWARDEN

What is a Churchwarden?

Churchwardens carry significant authority and responsibility and are a crucial part of the leadership structure of the church. This is outworked primarily through regular interaction with the Vicar and their full membership of the PCC, as well as proactive engagement with the staff team and heads of ministry throughout the year. They need to be able to work in partnership with the Vicar and fellow leaders as well as with the wider family of the Church of England in Worcester. On occasion they will work with relevant clergy and officers within the Diocese of Worcester, especially the Archdeacon, the Diocesan Secretary and officers of the Diocesan Advisory Committee, as well as with the representatives of other churches in the area.

Technical and legal responsibilities include:

- Keeping records of the care, maintenance, preservation and insurance of the fabric of the church, inspect these annually and report on these to the Annual Parochial Church Meeting, in consultation with the Vicar.
- Maintaining order in the church, allocating seats, and receiving money given in church collections and holding it until handed over to the treasurer! (At All Saints, because of our size and activity level, these responsibilities are delegated to various members of the staff team or other volunteer teams).
- attending the Archdeacon's annual visitation to discuss the state of the parish.

What is the time commitment?

Churchwardens give on average 1-4 hours a week. In addition to being full members of the PCC (see separate information sheet), they interact with the staff team, ministry leaders and the Diocese of Worcester regularly.

Who can stand for election?

Candidates for churchwarden must fulfil the following criteria:

- baptised
- on the electoral roll and remain on it as a member of the church
- aged 16 or over
- sign up to the PCC declaration confirming that they are not disqualified from being a charity trustee.

Churchwardens play a significant spiritual leadership role in the church and it is vital that they really "own" the unfolding vision for All Saints and are committed to helping turn vision into action at a big picture level, working closely with the PCC, clergy and other key leaders. It is also important therefore that they actively participate in church life, demonstrably modelling a commitment to our vision, values and priorities that others can emulate and be able to speak on behalf of the wider church family. This may include: attending a gathering regularly on a Sunday, participating in a smaller midweek community such as a life group and serving on a team.

What is the process for standing for election?

If you have prayerfully discerned that God may be calling you to serve as a churchwarden, the process for standing for election is as follows:

1. Please first chat to Rich and ask any questions you may have.
2. Complete a nomination form and find two other people on the electoral who will also submit nomination forms supporting your nomination (nomination form found at allsaintsworcester.org.uk/apcm or from pcc@allsaintsworcester.org.uk)
3. Attend the APCM.
4. If you are elected then you will be required to enter our safer recruitment process (we will collect references and apply for a DBS check for you) and our safer recruitment team will help with this.

Disqualifications

A person will be disqualified from being chosen for the office of churchwarden if:

- the person is disqualified from being a charity trustee under section 178 of the Charities Act 2011 and the disqualification is not for the time being subject to a waiver by the Charity Commission.
- the person is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006)
- the person has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (unless the person's disqualification under this sub-section has been waived in writing by the bishop of the diocese in question.)
- the person has been so disqualified from holding office under section 10(6) of the Incumbents (Vacation of Benefices) Measure [1977]

A person can serve up to 6 successive periods of office in the same parish, after which they may not stand for election again until the next year but one, unless a meeting of the parishioners decide that this section shall not apply in this parish concerned.

Note

- In order to confirm that you are eligible to act as a charity trustee, all newly elected churchwardens will be required to sign two declarations, being: (i) confirmation of trustee eligibility (i.e. non-disqualification under charity law); and (ii) a Fit and Proper Person declaration. By confirming that you are eligible for election, you are confirming that you will be able to sign these declarations.
- Churchwardens need to have a DBS (Disclosure and Barring Service) check as part of our commitment to safer recruitment.
- Churchwardens, as part of PCC are also trustees of Worcester Foodbank and their names and contact details will be supplied to the charity commission under the registration for both All Saints Worcester charity and Worcester Foodbank charities.