
Sarum College

The College's location in Salisbury Cathedral Close means that Sarum's life and work are permeated by a strong sense of prayer, worship and calm nurtured through many centuries. The College is nourished by this location both spiritually and aesthetically, and draws on its own long and continuous tradition of prayer, worship and study since the foundation of Salisbury Theological College in 1860.

Following its closure as an Anglican theological college, Sarum College was reborn in 1995 as an ecumenical centre for Christian study where all are welcome.

The College's work is grounded in the Benedictine spirit of generous Christian hospitality.

People come to Sarum for a variety of reasons: to retreat and take a break from ministry; to read, pray and think; to engage in postgraduate study; to train for ordination or lay ministry; to attend day programmes or explore spiritual direction; to stay for B&B, conferences, or to visit art exhibitions.

The College responds to the needs of the church and the world in innovative and progressive ways. Blended learning programmes train people for ministry, offer continuing ministerial development and awake or refresh a sense of vocation through theological learning.

The educational work of Sarum College is articulated within seven Centres that broadly reflect extant and emerging distinct areas of Sarum's work:

- The Sarum Centre for Contemporary Spirituality
- The Sarum Centre for Theology, Imagination and Culture
- The Sarum Centre for Formation in Ministry
- The Sarum Centre for Liturgy and Worship
- The Sarum Centre for Leadership Learning
- The Sarum Centre for Encountering the Bible
- The Sarum Centre for Human Flourishing

Three distinct forms of educational work are found in these Centres: (i) non-accredited short courses, which provide a wide range of adult learning opportunities for students who are learning for leisure or seeking some professional development; (ii) BA and MA programmes specifically oriented towards ordained Ministry, offered through Durham University Common Awards and managed at Sarum by the Centre for Formation and Ministry; and (iii) four programmes of postgraduate study at MA level validated by the University of Winchester:

- MA in Christian Approaches to Leadership
- MA in Theology, Imagination and Culture
- MA in Christian Spirituality
- MA in Christian Liturgy

Each MA has a Programme Leader who is responsible for the management and development of their programme. Sarum's core academic staff shape the College's educational programmes and select guest lecturers for their expertise in relevant subjects to achieve an exceptionally high standard of specialist teaching and learning.

The four programmes are designed for part-time study and together attract just over one hundred students. Each programme occupies a unique place among MAs in the UK due to their academic specialisms. The quality of their educational provision is highly regarded by our University of Winchester colleagues, external examiners, as well as more widely.

MA students learn collaboratively in a modular curriculum, arranged around residential teaching intensives throughout the year. This distributed and flexible mode of delivery combines class-based and home-based study to allow working students and students at a distance to benefit from close contact with tutors and lecturers, with minimal disruption to domestic, ministerial, or professional obligations. Moreover, by consolidating our class-based teaching into four-day intensive breaks, the College is able to recruit world-leading scholars and seasoned practitioners to lecture on modules.

As part of the College's relationship with the University of Winchester, Sarum academic staff second-supervise some postgraduate research students registered in the Theology, Religion and Philosophy Department. This offers a convenient and strategic form of academic progression for high quality MA Sarum graduates.

The Centre for Contemporary Spirituality

Sarum is widely known for its excellence in the area of Christian Spirituality.

The Centre Coordinator takes a dynamic and holistic approach to developing the diverse learning opportunities it offers.

This includes making a distinctive contribution to the Centre's learning programme, including devising and leading courses for the Sarum short courses programme, contributing to the teaching on other Sarum MA programmes and to the Sarum Ministry Programme, according to academic expertise.

The Coordinator shares responsibility with the Sarum MA Programme leaders for high standards of programme management and delivery in collaboration with University of Winchester colleagues. This includes playing a leading role in nurturing a research community at Sarum, developing personal research and being available for the supervision of postgraduate research students along with colleagues in the Department of Theology, Religion and Philosophy at the University of Winchester. The successful candidate will have an enthusiasm for working collaboratively with University of Winchester colleagues to further our partnership.

There is also scope for the successful candidate to act as our Disabilities Support Liaison Officer.

The MA programme occupies a high-profile position within the Centre for Contemporary Spirituality. It is Sarum's longest running MA programme and it has the largest student body of the four Sarum MAs (typically it attracts 40% of the total MA enrolment).

The programme runs a relatively large number of optional taught modules as a distinctive feature of its provision; currently there are 12 optional modules alongside two core modules. As with all Sarum MAs, students are required to complete six 20 credit taught modules over two years before progressing to the Dissertation in their third year.

The work of this and the other MAs at Sarum is supported by the MA Administrator who works 28 hours per week.

The Christian Spirituality course is due for revalidation during the 2019 / 2020 academic year alongside the other three Winchester MA programmes. The successful candidate will take a leading role in this process.

Job Description

Job Title	Coordinator, Centre for Contemporary Spirituality
Line Manager	The Principal
Salary	£32,097 plus a contribution of 8.5% of salary to the nominated pension scheme, currently the Church of England Church Workers Pension Fund (Pension Builder Classic), and lunch in the Refectory on working days in College.
Hours	The post is full time which equates to 35 hours per week at times to be agreed which will be known as normal working hours. Time off in lieu may be taken for working beyond normal working hours and there are occasions when it will be necessary to work outside normal working hours (during the evenings and at weekends) as the needs of the College reasonably requires. The post holder is expected to work in College a minimum of three days per week, regardless of where s/he is based.
Holiday	The annual leave entitlement is 25 days plus statutory holidays, including the days when the College is closed between Christmas day and the New Year.

Principal accountabilities

Lead the MA in Christian Spirituality	65%
Plan and deliver distinctive study programmes and study days associated with Christian Spirituality	5%
Lead modules in related programmes	10%
Engage in original research	20%

Coordinator, Centre for Contemporary Spirituality; Programme Leader for Christian Spirituality

Job Purpose

To oversee the delivery, development and expansion of the learning programmes in the Centre for Contemporary Spirituality.

Primary responsibilities

1. Engage in strategic research in area of interest (for example, by pursuing opportunities to raise funding for individual or collaborative projects, disseminating research findings through teaching, publications and papers given at conferences and organising research-led conferences at Sarum College). Produce at least one peer reviewed publication or research-based monograph every two years;
2. Devise and direct a programme of non-accredited educational activities;
3. Be responsible for the management and development of the MA in Christian Spirituality Programme;
4. Convene the MA in Christian Spirituality modules, recruit external lecturers and contribute to the teaching of the modules according to academic expertise and interest;
5. Oversee supervision of spirituality MA students' Independent Study and the wider dissemination of high quality student work;
6. Arrange academic support of Spirituality MA students by assigning Academic Tutors;
7. Marking, working with external examiners and the exam board;
8. Oversee the recruitment of Spirituality MA students in cooperation with the MA Administrator and Marketing Department;
9. Share in the financial responsibility for programmes and liaise with the Bursar in relation to student and tutor fees;
10. Share in the responsibility for building a research community at Sarum and supervise and direct research students with University of Winchester TRP colleagues;
11. Attend and contribute to all educational committees including the Board of Studies, Programme Committee and Programme Leaders meetings;
12. Contribute to teaching, development and delivery of programmes and modules in other areas of the College's academic work within areas of expertise as required.
There is an expectation of some contribution in spirituality teaching in the Centre for Formation in Ministry.

Person specification

Essential requirements for the post

1. Hold, or be in the latter stages of obtaining, a postgraduate qualification in theology, spirituality, or a cognate subject at PhD level.
2. Have evidence of excellence in teaching and an ability to design, deliver, and administrate modules taught at the Masters level.

3. Creatively and comfortably teach a wide range of students within the context of adult education.
4. Have an understanding of the academic marketplace and a willingness to design educational opportunities for a variety of partners.
5. Promote excellence in the study of spirituality.
6. Be willing to work with individuals and groups from across a wide range of theological positions and traditions.
7. Be able to be present in college for a substantial part of the working week.
8. Be able to work some evenings and weekends as required.
9. Secure an enhanced DBS clearance.

Desirable requirements for the post :

1. Be a Fellow of the Higher Education Association.
2. Have a record of research and publications in theology.
3. Have some awareness of the challenges and opportunities that face an educational institution like Sarum College.
4. Be entrepreneurial.
5. Have some awareness of interprofessional work in spirituality.
6. Sympathy with Christian roots and values of the College.
7. Able to act as Disabilities Support Liaison Officer. The role is to liaise with Student Services in the University of Winchester in the support of Sarum MA students with special learning needs.
8. Work with University of Winchester colleagues to support the DTh in the Theology, Religion and Philosophy Department.

Further information about the College

- Sarum is a significant academic theological resource in the South of England, which is enriched by the excellent library and bookshop. There are also a large number of non-validated education programmes which contribute to a community of learning, research and study. Sarum staff contribute to a number of innovative research projects.
- Sarum is ideally placed to respond to the changing needs of the regional bishops and is actively pursuing ways of doing so, including closer partnership with Salisbury Diocesan Continuing Ministerial Development as well as with leaders of other denominations.
- Sarum runs a number of residential programmes for clergy in their professional and ministerial development. It provides mentoring and supervision for clergy, and a place where clergy and others can take a break, stay for sabbatical, or take reading weeks. There is a steady stream of overseas visitors and groups who use the College

as a place for retreat and study. Spiritual direction, supervision, leadership development and consultancy add richly to the more academic side of college life.

- Sarum works with the Diocesan Board of Education to develop leadership work with head teachers and senior leaders in church schools and has developed a research project in the same area.
- Sarum welcomes groups who wish to use the College as a place to stay so that they can engage in their own work. These include Anglican groups (eg Bishops' senior staff teams and clergy cell groups), URC and Methodist groups, groups from other faiths and those concerned with alternative forms of spirituality. All value the accommodation, the working rooms, and the quiet location in the Close, with the rich worship of the Cathedral a short walk away.
- With 40 en-suite rooms, casual visitors may book Bed and Breakfast when bedroom availability allows. The College's B&B is a thriving trade and has proved to be successful since the refurbishment programme was completed. The College has a trading subsidiary for hospitality activity not directly linked to its own educational programmes.
- We work collaboratively to develop music and liturgy courses with the Royal School of Church Music (RSCM) whose administrative offices are in the College.
- The Benedictine community known as St Benedict's Priory (the Pershore, Nashdom and Elmore Trust) owns and lives in a house in the grounds of the College formerly occupied by the Principal. The monks join the College for the midday service and lunch and enrich the College community with their prayers and presence.

The Staff

There are approximately 50 full and part-time staff as well as additional casual staff in the kitchen and refectory who work when needed, and a number of volunteers.

The College leadership team consists of:

The Principal leads the team and the educational work of the College.

The Bursar looks after the finances, HR, health and safety, and the general care of the building. The Bursar is one of the deputy principals.

The Director of Development and Marketing looks after the website, marketing, and all aspects of the development work of the College and fundraising. The Director of Development and Marketing is the other deputy principal.

The Academic Dean leads the validated relationship with Winchester University and the University of Durham.

The Director of Hospitality leads the work of all aspects of the residential services of the College, the catering and the booking of internal and external meetings and conferences.

The Director of Learning Resources manages the library and bookshop.

The Building

Sarum College stands in the North East corner of the Close in Salisbury, is Grade 1 listed and is in a good state of renovation. There are four main sections to the building – the oldest part is said to be designed by Wren. When Bishop Hamilton founded the College in 1860 to provide for necessary training for new priests for his diocese, a major extension was built by the Victorian architect William Butterfield. Following the merger of Salisbury and Wells theological colleges, two much more modern extensions were added, the East wing and the library/refectory block.

In recent years, complete fire alarm and smoke detection systems have been fitted and all the bedrooms in the Wren and Butterfield parts have been made en-suite providing 40 rooms, 14 of which are double or twin. The refectory and the kitchen have been refurbished. High speed wifi is available throughout the building.

Coordinator, Centre for Contemporary Spirituality; Programme Leader for Christian Spirituality

If you would like to have an informal conversation about the post to help you decide whether to apply, please contact the Principal, The Revd Canon Professor James Woodward.
T 01722 424801 E jww@sarum.ac.uk

If you wish to apply for the post, please provide the following:

- A covering letter explaining why you wish to be considered for this post,
- A full academic CV,
- A sample of published academic work,
- The names of two referees, one of whom must be your current or most recent employer; please state whether the College may contact referees before interview.

Please be aware that under the Immigration Asylum and Nationality Act 2006, it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. Applicants will be asked to provide proof of their employable status before the College can confirm any offer of appointment.

This appointment is subject to enhanced DBS clearance.

To email your application, please send it to Dr James Steven, Academic Dean,
jsteven@sarum.ac.uk

Applications may also be submitted in hardcopy to:

Sarum College
19 The Close
Salisbury
SP1 2EE

Short-listing

Applicants will be short-listed for interview on the basis of information provided and its relevance to the post requirements set out in the job description and person specification. The deadline for application is 5pm on Monday 1 October and interviews will be held on Monday 15 October.

Please note your signed application form gives Sarum College the right, under the Data Protection Act 1998, (the "DPA") and the General Data Protection Regulation (the "GDPR") to process the information you have given, including data of a sensitive nature, for processes relating to your application for employment. Any processing of the data by Sarum College will be in accordance with its Data Protection Policy and the processing principles set out in the DPA and GDPR.