

## Diocesan Board of Nomination

### **Membership (Hold office for three years)**

Chairman: The Bishop

Secretary: The Clerical Secretary

Ex Officio: Archdeacon of St Davids

Archdeacon of Cardigan

Archdeacon of Carmarthen

Elected: 2 Clerics      Revd Canon John Lewis

Revd Ian Aveson

3 Laity      Mrs Elizabeth Thomas (St Davids)

Mr Peter Campbell (Cardigan)

Mrs Eiryth Thomas (Carmarthen)<sup>1</sup>

Co-opted: The Diocesan Director of Education

In addition there are supplemental lists of clerics and laity.

The Board Meets quarterly for Business Meetings – this is a Constitutional Requirement

All minutes and matters relating to the Diocesan Board of Nomination are Confidential

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<sup>1</sup> Also the Diocesan representative on the Provincial Nomination Board

### **The Turn of Nomination:**

There is a four part cycle of nomination

- Bishop (This also happens whenever a new benefice/grouping is created)
- Diocesan
- Provincial
- Diocesan (then back to Bishop)

If once the cycle begins and adverts are placed there is no action within 6 months, it moves on to the next turn of Nomination. If it goes through all four with no nomination or appointment it passes to the Bench of Bishops.

The Bishop with the consent of the Board of Nomination may choose to suspend a benefice often due to pastoral re-organisation. When this happens, the Bishop may appoint a Priest-in-Charge rather than an Incumbent. However since the introduction of Common Tenure the difference between the two is minimal.

Currently ALL parishes become suspended upon vacancy due to the need for re-organisation relating to the Diocesan Strategy and the policy of the Bench of Bishops.

Only the Bishop appoints, other bodies only nominate for the Bishop's approval

### **Function**

The Appointments and Nomination procedure is covered by Chapter VI of the Constitution of the Church in Wales.

# Diocesan Board of Nomination – Briefing to Standing Committee | 2015

The Board of Nomination is responsible for monitoring the number of vacancies and discussing them as appropriate, advising the Bishop on nomination procedure and process as appropriate and agreeing its own internal rules.

There are provincial guidelines issued by the HR Department of the Representative Body which detail best practice and procedure that should be used in the appointments and nominations process.

These have been adopted and amended for our own Diocesan use. In addition in light of the suspension of all current vacancies, the Board has also drawn up guidelines to assist the Bishop in making a nomination and appointment. This ensures that there is a clear paper trail in each appointment. There are two pathways at present:

- The Bishop chooses to advertise the post and convene an interview panel to assist in making a nomination.
- The Bishop obtains the co-operation of the vacant benefice (usually via the Archdeacon) to agree to a direct appointment by the Bishop where the Bishop presents a candidate to the benefice.

In all matters relating to the above, the Benefice is involved by obtaining either the consent of the PCC and/or Churchwardens or through a representative(s) being on the Interview Panel.

The Secretary to the Board of Nomination is responsible for ensuring that correct process and procedure is adhered to and in advising about HR regulations and guidelines.

## **Adverts**

The Secretary will organise adverts on behalf of the Bishop (in consultation with the Archdeacons) and organise the short-listing and interview panels.

Adverts are always placed on the Diocesan Website and placed for two weeks in the Church Times (The cost of this averages between £700-£900)

Adverts are usually kept open for four weeks.

Benefices, working with their Area Dean and Archdeacon, are responsible for the creation of a parish profile and guidelines are available giving handy hints as to what makes a good profile.

## ***Please note***

- The Board will not place adverts or accept parish profiles that are gender specific or insist on a married priest – this is against HR regulations and Church in Wales Policy
- The creation of LMAs does not currently affect the Appointments and Nominations procedure – although if a vacant Benefice is part of an LMA – then consultation and advice from the members of the Ministry Team will be sought in addition to that of the vacant benefice.

## **Current Trends**

It has been noted provincially that quite often there are less applicants (or sometimes none) for vacancies. The reasons for this are believed to be:

- Concern for children's education
- Spouse's employment
- We are in a period of change
- Language issues
- The reluctance of some Clergy to work in rural areas.

Our Secretary is also the Provincial Convenor of Nomination Board Secretaries, who meet once a year to discuss matters relating to the Appointments and Nominations Procedure