



ST
MELLITUS
COLLEGE

RESIDENTIARY CANON AT CHELMSFORD CATHEDRAL & TUTOR AT ST MELLITUS COLLEGE

RECRUITMENT PROCESS

Week commencing 15 January 2018

Advert to appear online and in print in Church Times editions 19 and 26 January.

Further information for prospective candidates available at www.chelmsfordcathedral.org.uk/jobs and at <https://www.stmellitus.ac.uk/job-opportunities>

For an informal conversation about this post, please contact:

Very Revd Nicholas Henshall, Dean of Chelmsford, dean@chelmsfordcathedral.org.uk, 01245 294492

Revd Rob Merchant, Director of St Mellitus College, Chelmsford, 07747010064

Applications

Candidates are invited to send a clergy application form with a brief covering letter outlining your reasons for applying for this post and what you believe you could offer Chelmsford Cathedral and St Mellitus College. Please send applications by email to ruth.collin@chelmsfordcathedral.org.uk.

Applications to be received by Friday 16 February.

First Interview

Longlisted candidates will be informed of their selection by Friday 23 February and invited to an initial interview at Chelmsford Cathedral on **Friday 2 March**.

Final Selection

Shortlisted candidates will be invited to attend the St Mellitus College evening at Chelmsford Cathedral on Thursday 15 March and then participate in the selection process on Friday 16 March. The programme will be as follows:

Thursday 15 March: From 4pm, observe St Mellitus College and attend Evensong at 5.15. This will be followed by an informal social event involving Cathedral Chapter members and other stakeholders from the Cathedral and the College.

Friday 16 March: During this day candidates will have the opportunity to find out more about the life of Chelmsford Cathedral. Candidates will then carry out a music test and deliver a short presentation on a pre-set task. They will also present a teaching / preaching demonstration to a selection of St Mellitus students and Cathedral congregation members. This will be followed by an interview. The interview panel is likely to consist of:

Very Revd Nicholas Henshall, Dean of Chelmsford

Revd Andrew Emerton, Dean of St Mellitus College

Revd Rob Merchant, Director of St Mellitus College, Chelmsford

Revd Canon Dr Jane Freeman, Cathedral Chapter member and Trustee of St Mellitus College

Lincoln Harvey, Assistant Dean, St Mellitus College

Ruth Collin, Director of Operations, Chelmsford Cathedral

Overnight accommodation can be arranged if necessary.

Successful candidate will be informed week commencing 19 March.