



THE CHURCH  
OF ENGLAND  
DIOCESE OF  
WORCESTER



Diocese Of Worcester  
Deanery Treasurer  
(Voluntary Role)

## Role Description

# Deanery Treasurer

## Deanery Treasurer (Voluntary Role)

### The Purpose of the Role

The Deanery Treasurer is a part of the Deanery Leadership Team and offers advice to the Deanery Synod on financial matters, as well as supporting parish treasurers and enabling networking amongst them to support one another. They work in a voluntary capacity with the Deanery Leadership Team to fulfil the vision of the deanery, to grow as kingdom people, and grow as a healthy and sustainable church: worshipping God, making disciples, sharing hope and transforming communities.

The Deanery Treasurer has a pivotal role to play in ensuring good communication between the Diocese and parishes and promoting a collaborative ethos at all levels.

### Primary Responsibilities

- Share in the leadership of the Deanery and Deanery Leadership Team, working with the Area Dean and Lay Chair, with a particular focus on the allocation and uses of resources within the Deanery.
- Offer an intermediary perspective between parishes and the Diocese, helping to communicate the parish and Deanery perspective to the Diocesan Office, and the Diocesan perspective to parishes. Play an important role in helping the Diocesan Office team to understand the situation “on the ground”, and work towards good, collaborative outcomes.
- Work with treasurers to support them in their role and represent their needs to the Diocesan Office team.
- Be an advocate for good financial accountability and stewardship.

### Key Tasks

- Monitor and share deanery contributions to Ministry Share, and work with treasurers and clergy to enable good contribution levels.
- Support good communications regarding finance between the Deanery and the Diocese.
- Support treasurers, especially new ones, by facilitating networking, encouraging engagement with diocesan training events, and signposting to available guidance on good financial practice within the Diocese and nationally.
- Encourage good practice with stewardship and income generation, maintaining an awareness of digital giving resources and encouraging parishes to seek support from the Diocesan Stewardship Officers where appropriate.
- Ensure that proper and appropriate focus is given to financial matters at Deanery Synod and at meetings of the Deanery Leadership Team, and work with the Diocesan Finance Team if further information is needed.
- Keep any Deanery accounts as needed and ensure Synod expenses are paid and members are able to claim expenses.
- Meet annually on the Ministry Share Panel, which administers the Ministry Support Fund and considers appeals from benefices to change income adjustment bands.
- Meet with the Diocesan Director of Finance, Diocesan Stewardship Officers and other Deanery Treasurers annually.

## Key Relationships

- The Area Dean
- The Deanery Leadership Team and Deanery Synod
- PCC Treasurers
- Diocesan Director of Finance and other members of the Diocesan Finance Team
- Diocesan Stewardship Officers



## Characteristics and personal attributes we would expect in a Deanery Treasurer

- An excellent team player – you will need to work as part of the deanery leadership team.
- Relationship building skills – you will be working closely with both treasurers, clergy and the Diocesan Finance team.
- IT literate and experience of record keeping and basic accounting, ideally with experience of being a parish or church treasurer.
- Commitment to our Diocesan vision and the role your deanery and parishes play within this.
- A desire to serve the church and enable it to thrive, transforming communities and sharing hope.
- Committed to our Kingdom People values of love, compassion, justice and freedom.

## Commitment, Resourcing and Support

- **Support from the Diocese.** You will be supported in your work by the Diocesan Officers, who will be available to help on individual matters and at treasurer gatherings.
- **Training.** The Diocese will provide training for the Deanery Leadership Teams, but also for parish/church treasurers, to which Deanery Treasurers are always welcome.
- **Expenses.** Clear guidelines for expenses will be provided, with explicit encouragement for expenses to be claimed.
- **Collegiality and Collaboration.** It is hoped that Deanery Treasurers will benefit from the shared ministry with the Area Dean, the Deanery Leadership Team and those in equivalent roles in other deaneries.

