



T O W N
C H U R C H
B I C E S T E R

Staff Elder
Job Pack 2026

Town Church Bicester is a growing, gospel-centred church situated in one of the fastest growing towns in England. We recently celebrated our 8th birthday and are currently made up of 52 members (who have 45 children between them) with around 120 attending regularly on a Sunday afternoon. This includes around 50 under 11s attending our creche and Junior Church each week.

As a church we want to be: a people who have been and are being transformed by the good news of Jesus, who seek to live for Jesus and make Jesus known to others in and around Bicester. We also hold to [four key values](#) from which all our worship and activity flows.

We have four elders who operate as a plurality of pastors with one set aside and paid for 20 hours a week as a staff elder. We also employ a Children & Families Worker and Operations Manager (18 hours), and Church Administrator (8 hours).

Currently meeting in a local primary school, we are actively considering how we approach growth and so, alongside thinking through premises we are committed to increasing our pastoral capacity. We are thus seeking to appoint another paid elder to serve alongside the existing team, ideally starting from Autumn-Winter 2026-7, although we are open to conversations around timing.

As stated in our constitution, elders serve three year terms. The initial contract will be for three years but with the hope that the right person will stay longer with the church.

The salary range is £38,000-42,000 (depending on experience) plus 8% employer pension contributions and expenses.

Role

The staff-elder will work alongside the existing elders to jointly lead the church - being responsible together for the spiritual leadership, teaching and pastoral care of the church. They will also act as a trustee of the charity.

Their primary role is to have time to pray, preach and pastor the people of Town Church, working alongside the existing eldership to drive forward our vision as we continue to grow.

Alongside the other elders:

Prayer

- Pray regularly for the people of Town Church and its ministry within the town.
- Plan and attend all prayer meetings run by the church

Preach

- Share in the regular preaching at our Sunday Gatherings
- Share in the planning of specific preaching series as agreed with the elders
- Share in the planning of the teaching material delivered across all church activity

People

- Pastor the members of Town Church intentionally as an under-shepherd in a variety of ways
- Engage and welcome new people in the church
- Identify and train future leaders within the church
- Be involved in the planning and leadership of Small Groups

Prepare

- Be involved in line management of members of the staff team
- Play a key role in the growth project

- Attend all meetings as required with chairing responsibility for some core meetings
- Develop areas of church life where there is opportunity to grow and expand, according to giftings and passions

Person Specification

Essential

- Meets the elder requirements found in 1 Timothy 3 and Titus 1
- Experience of leadership responsibility in a church
- Desire to work in a plural eldership team and work collaboratively with others across the church
- Gifted in expository preaching
- A desire to train others in gospel-centred teaching
- A heart to seek the lost and do evangelism

Desirable

- Over 5 years of pastoral/ministry experience
- Experience of church growth
- Member of the FIEC Pastor's Network
- Some formal theological education
- Able to plan and deliver strategic projects (desirable)

Package and terms and conditions

- We are open to part time or full time applicants.
- This is a contracted position and your status will be as an employee. On appointment you will also be nominated and voted as an elder of the church and trustee.
- Elders serve 3 year terms with renewals proposed and voted at annual church meetings. This post has an initial 3 year contract with the intention of becoming permanent.

- Salary range is £38,000-42,000 (depending on experience) plus 8% employer pension contributions and expenses. There is no accommodation with the role.
- Conferences, including the FIEC conference are funded as part of the role.
- The holiday entitlement is 28 days per year excluding bank/public holidays with a maximum of 6 Sundays.

There is an occupational requirement for the postholder to be a Christian male fully aligned with Town Church Bicester's [statement of faith](#). In addition, you will need to be able to declare wholehearted acceptance of the [FIEC doctrinal basis](#) and agreement with the FIEC ethos statements. Applications can only be considered from those who are UK citizens or who otherwise have a right to work in the UK.

This role requires an enhanced level police check, with a check of the Children's Barred list, which will be carried out only after an offer has been made.

Interested?

The deadline for applications will be Monday 31st August but we will consider applications as they come in.

If you're interested in finding out more and would like to request a job pack, email Simon Poole on simon@townchurchbicester.org.uk for an initial conversation.