



Working on Iona for The Iona Community

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1 INTRODUCTION TO THE IONA COMMUNITY

The Iona Community is

- an ecumenical Christian community of people from different walks of life and different traditions in the Church;
- committed to the gospel of Jesus Christ, and to following where that leads, even into the unknown;
- engaged together, and with people of goodwill across the world, in acting, reflecting and praying for justice, peace and the integrity of creation;
- convinced that the inclusive community we seek must be embodied in the community we practice.

Our Rule

Iona Community Members share a common discipline of:

1. Daily prayer, and regular engagement with the Bible and other material which nourishes us
2. Working for justice and peace, wholeness and reconciliation in our localities, society and the whole creation
3. Supporting one another in prayer and by meeting, communicating, and accounting with one another for the use of our gifts, money and time, our use of the earth's resources and our keeping of all aspects of the Rule.
4. Sharing in the corporate life and organisation of the Community

The Iona Community was founded in Govan and Iona in 1938 by George MacLeod, minister, visionary and prophetic witness for peace, in the context of the poverty and despair of the Depression. The original task of rebuilding the monastic ruins of Iona Abbey was to serve as a sign of hopeful rebuilding of community in Scotland and beyond.

Today, we are about 250 Members, mostly in Britain, with 2,050 Associate Members and 900 Friends worldwide. The Iona Community welcomes people from all walks of life at its centres on the islands of Iona and Mull. It trades through Wild Goose Publications and the Iona Community Shop on Iona, and resources a wide range of church and community organizations through its Wild Goose Resource Group.

The Iona Prayer Circle is a worldwide network which prays for people and places in distress. Coracle is the magazine of the Iona Community, which seeks the exchange of thoughts and ideas as a basis for finding common ground. There is a monthly e-newsletter from the Iona Community.

Members, Associate Members and the Young Adults Group share concerns, faith and tasks: a common life together, through participation in Family Groups, Regional Groups and Common Concern Networks.

Iona Abbey Centre

Each week, the Resident Community lead a programme and experience of living in community for up to 44 guests a week from all over the world. We also continue our ministry to the many visitors who come to Iona for the day, or who stay at other centres on the island.

The Resident Community will lead daily worship in the Abbey Church and the Community's book and gift shop will be open.

Camas, the Iona Community's outdoor activity centre on Mull. is about 3 miles from Bunessan village and about 30 minutes walk across beautiful (and boggy!) moorland from the road end. Camas staff regularly visit Iona to share time with resident and volunteer staff here, and there is the opportunity for Iona staff to visit Camas.

More Information

For more information about The Iona Community in general, explore the website www.iona.org.uk

2 THE IONA COMMUNITY'S WORK ON IONA

The recently renovated Abbey Centre exists as a resource and a challenge, not only to ourselves and to all who visit, but also to the wider Church and indeed to people of all faiths and of none.

The agreed priorities for the Abbey Centre are to:

Offer all who stay at the Abbey Centre a clear experience of the concerns of the Iona Community as reflected in our Rule and our Working Principles.

1. Develop a model of hospitality in the intentional common life of the Community, offering:
 - A warm welcome
 - Deep encounter and challenge
 - An enriching rhythm of work and worship / prayer and action.
2. Prioritise, as guests in our centres, those living with social, physical, mental and economic disadvantage, alongside a wider diversity of guests and visitors, building sustainable relationships.
3. Facilitate a model of worship, prayer and reflection as part of everyday life, enabling guests and visitors to make their Island Centre experiences and lives more meaningful
4. Offer innovative programmes, which challenge participants to work for peace, social justice and the integrity of creation, and explore the development of an Iona Community Learning and Equipping Framework, along with the local and wider community.
5. Maximise the extraordinary dedication, skills and expertise of our staff and volunteers, through ensuring optimal staffing levels, clear roles and responsibilities, robust support and supervision, and opportunities for training and innovation.

We hope this means that those who come to our centres will experience them as:

- safe places, in which to explore the meaning of Christian life together, both within the life of the mainstream churches and also within the many new ways of being church, and how to live a committed Christian life in a multicultural and multifaith world;
- places of openness, where people at different stages on their personal journeys can share and learn from each other what God is saying to and through them, and through the story of the Iona Community and the world-wide church;
- empowering places, from which people may go forward on their pilgrimage strengthened and emboldened to make a difference in the world in which they live.

All Resident Staff Members, regardless of job title, will be required to lead supervised activities for young people and children which run in parallel with our programme for adults. This qualifies as Regulated Work under the Protection of Vulnerable Groups Scheme in Scotland, and all staff must be or become PVG Scheme Members.

3 RESIDENT STAFF/COMMON LIFE

Role requirements

The Abbey Centre is run by a team made up of staff and volunteers. Most live in our shared accommodation where you would have your own bedroom, and a few are island residents.

Resident Staff are given an employment contract for a fixed period of time. This comes with the expectation that you are employed to work 35 hours per week in your role. You receive a monthly allowance all rent, bills and food included. Other benefits include an optional contributory pension scheme, re-imbursement of travel costs at start and completion of contract, removal allowance, and dependants allowance if applicable. All staff have access to a range of support including an Employee Assistance Programme

There is a fine but distinct line between common life commitments and employment tasks. One way to think of it is, I were working a “regular job on the mainland, with this job description, would I be required to lead a pilgrimage ?” The answer is ‘no’ meaning that leading a Pilgrimage is a Common Life commitment rather than an employment task.

As part of your employment you can expect

- 35 days Annual Leave, pro-rated for seasonal workers.
- Regular Line Management meetings
- An annual professional development plan meeting where appropriate.
- An Employee Assistance scheme that provides all Iona Community Staff a 24-hour help-line and also access to a confidential counselling service

Full details are provided in your Statement of Main Terms and Conditions provided prior to your first day of employment,

As well as the job description, employees on Residential Terms and Conditions are held accountable to **the Common Life Commitment:**

Being a part of the resident staff, working for the Iona Community, entails more than doing a job; it is a way of life. We live and work together here, and as a Residential Staff community are committed to sharing a common life of work, worship and recreation with each other and with the volunteers and guests, throughout the season. Living like this is a rewarding, but also a vulnerable and challenging experience. Our life together here is a commitment.

We are accountable to one another for upholding this commitment, which includes:

- living together in community with curiosity, delight, grace and forgiveness.
- representing the Iona Community by becoming familiar with the Concerns, passions and structure of the IC and by being curious about, and living out the Rule of Life.
- offering worship leadership based on the traditions and liturgies of the Iona Community. Training will be given in how to prepare and lead public worship.
- leading the Pilgrimage and so deepen awareness of island history, and strengthen relationship with guests and island visitors.
- engaging in conversation with staff and guests over meals, in Common Room, after worship services.
- leading social events including ceilidhs, concerts, island events, staff events.
- taking responsibility for our own time management, including down time, our own social life and the energy levels we bring to our role.

These common life Common Life commitments are in addition to the 35 hours per week which we dedicate to the task based role for which we are employed .

Attending morning and evening services is an essential part of our common life commitment and part of our living and working together. These services are the responsibility of the Abbey Warden, but all members of the Resident Staff are expected to share in the leadership of services as and when able, beginning with the simpler services, and moving on to those which require more experience and preparation.

Participating in the common life is a way of living that can provide friendship, support and encouragement. It enables us to hold each other accountable, to embrace our differences and celebrate our similarities. Together we recognise our different working patterns, learning preferences, and ways of communicating. This makes our life on Iona interesting, challenging and fulfilling. So, while we all have our own daily work, it is our commitment to the common life and the building, receiving and celebrating of community that makes working on Iona far more than just a job.

In many ways this is a counter cultural way to live, in a world of rampant individualism and the seeking of privatised, individual rights. Our commitment to a common life on Iona is a sign that there are other ways for people to live. The Iona experience for many staff is intense and deep, even life-changing: strong friendships may be formed, a deeper relationship with God formed, self-confidence boosted as individuals are valued and listened to and untapped skills are discovered and released.

Equally, the pressures of work and common life can, at times, feel unrelenting. Time off and taking holidays is critical for every member of the team, and the line managers will ensure this happens. In addition, in recognition of the demands put by work and common life on Iona, the Iona Community has put in place a range of supports, including:

- Regular staff meetings to discuss issues around the Shared Tasks and Community Building aspects of the commitment
- Externally facilitated space for reflection offered regularly throughout the season, and at the end of the contract

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4 PRACTICAL INFORMATION ABOUT LIVING ON IONA - BENEFITS OF WORKING HERE

Environment

Iona is a very small 'island off an island' just 1 mile wide by 3 miles long and is one of the islands of the Inner Hebrides of Scotland. Iona is a 10-minute ferry ride from the Isle of Mull. Iona has a resident population of approximately 150.

Iona's climate is often windy, cool and wet, making waterproof and warm clothing essential. Overlooking the Atlantic Ocean, Iona provides a beautiful work environment. The island draws the interest of thousands of people who journey to its shores each year.

Full Accommodation and Meals

All Resident Staff posts, regardless of duties, are offered at the same monthly allowance, plus full board and lodging.

Meals are provided to all employees and volunteers. Most meals are eaten together in community.

All Resident Staff are assigned a private bedroom in one of our properties with access to a kitchen, bathroom, laundry room and common area. Appropriate accommodation may be available for those who have documented disabilities.

Pension Scheme

The Iona Community also offers a contributory pension scheme linked to the allowance, details will be included with your Statement of Main Terms and Conditions.

Rhythm of the Week

On Iona, the normal work week is 35 hours per week with all Common Life commitments in addition. It must be recognised that in coming here we commit to spending additional time beyond our job role in shared tasks ('The Common Life Commitment'). The pace is busy, but staff receive two days off (which may be split) per week. Flexibility is required as some roles (such as Sacristan, Musician, Cook, Housekeeper) work "split-shifts" and sometimes you may be expected to work early in the morning or late in the evening, with some weeks being more work-intensive than others.

Vehicles

Iona is subject to a "Prohibition of Vehicles" Order that controls the type of vehicles allowed onto the Island. Staff who have a car will need to park in the long-stay car park located in Fionnphort, Isle of Mull. Exemptions are available for those with mobility issues.

Banking

Allowances are paid directly into UK bank accounts. If you are from outside the UK, instructions about setting up a UK bank account will be made available on request

Telephones, Internet Access & Radio

Internet access is provided in your accommodation, but it can be slow and unreliable.

The signal for mobile phones varies according to the service provider; currently EE provides the strongest signal.

Further instructions regarding landline usage is explained during the induction process.

It is near impossible to find a good radio signal. Radio is listened to via the internet.

Medical Coverage

There is no doctor on Iona; employees register with the local surgery at Buessan on Mull. Medical advice is available by telephone, online or in person at Buessan surgery via a triage system.

A doctor also comes to Iona every Thursday morning (ferry permitting!),

All Iona Community Resident Staff are provided service by the Doctor free of charge under the current United Kingdom National Health Service, but prescription drugs sometimes require payment.

Insurance

The Iona Community is responsible for personal belongings being insured to a maximum of £1,000 against theft and other risks, but not against loss or accidental damage. It is at the discretion of individual staff members to purchase renter's insurance.

Staff Induction and Training

All new employees receive an induction and training process at the start of the season, which aims to assist them to perform effectively in the job role and within their work environment.

Employee Handbook

All new staff members will receive an employee handbook. This document provides information relating directly to your employment and, along with your Statement of Main Terms forms your employment contract.

Areas covered by these resources include:

- General Terms and Conditions of Employment
- Policies and Procedures
- Health and Safety Information
- Probation Period

New 3-year appointments to the Abbey Centre are subject to a probationary period of 6 months. Probationary periods for shorter term contracts will vary for 10-12 month contracts this will typically be 6 weeks. The probationary period is a positive two-way process designed to assist new staff to integrate into their new role, with emphasis on support and development. This period of probation offers training and gives the opportunity to develop, with relevant guidance, the skills necessary to carry out the job effectively.

5 FREQUENTLY ASKED QUESTIONS:

Can a partner and/or dependents accompany me?

It should be stated at the time of interview if a resident staff member intends to be accompanied by their partner. We would positively try and appoint the partner to one of the established posts within the complement if they were seeking employment and suited to the post.

In the event that there was no vacant resident Community post, subject to the availability of accommodation, the partner will be offered a long-term volunteer appointment enhanced with the payment of the dependant's allowance. Due to space constraints, they would have to share accommodation.

Due to space constraints, we cannot presently offer accommodation to non-working relatives, including children.

Can I bring my pets?

It is not possible for resident staff to bring their pets with them to Iona.

What are the worship services like?

Iona Community worship is ecumenical and open to all. We commit ourselves to beginning and ending our day with an Iona Community worship service. Morning services take place throughout the year and follow the pattern of prayer practised daily by Iona Community Members worldwide. Evening services happen most nights in the season, and on certain nights in the winter. They have a different theme each night, and normally last for around 30-40 minutes.

We seek to ensure our services of worship are grounded in the life of the Iona Community and in the life of the world, that they are honest offerings to God, biblically rooted and including nourishing readings from other sources, inclusive, creative, challenging and consoling. However, the Iona Community believes that our services are only one part of our worship offering to God. This worship also encompasses our work, our recreation, our relationships to each other and the created order, and our personal growth as human beings.

6 INFORMATION FOR FOREIGN NATIONALS

We encourage interested applicants from outside the UK to work with us on Iona. However, the posts which we could obtain a Certificate of Sponsorship are limited by the Visa requirements. Our adverts clearly state when the posts are only available to those who already have the right to work in the UK.

The Right to Work

If you are not a UK or Irish national/passport holder and do not already have the right to work in the UK, in most cases, it will be necessary for you to obtain a Visa granting you the right to work

As an “A-level” sponsor The Iona Community is enables the organisation to attain Certificates of Sponsorship (CoS) under Tier 2 of the Points Based System (PBS).

Visa Restrictions

As the Skilled Worker - Tier 2 (Minister of Religion) category include carrying out a role that involves Pastoral Care – and so would only be a possibility for certain roles, this is clearly indicated at the time of advertising.

The United Kingdom Borders Agency (UKBA) website has specific immigration guidance:

<http://www.ukba.homeoffice.gov.uk/visas-immigration/working/tier2/>

Obtaining a National Insurance Number

Employees pay National Insurance contributions (NICs) whilst working for the Iona Community (subject to earnings). NICs are collected by HM Revenue & Customs through the Payroll system and go towards benefits, such as unemployment benefit, the National Health Service (NHS) and the state pension.

[Applying for a National Insurance Number](#)