

## Job Description – Children and Families Worker

<b>Job Title</b>	Children and Families Worker – Part Time
<b>Department</b>	Youth and Children’s Work Team – Age Range 0 -11 years old
<b>Reporting to</b>	Minister/Youth & Childrens’ Elder of St John’s URC
<b>Location</b>	St John’s URC Orpington Kent
<b>Travel</b>	Within local area as well as Synod events further afield
<b>Working Hours</b>	Part time negotiable -but will require some evening/weekend work
<b>Salary Band</b>	£22,000 - £25,000 pa (pro rata for part time)

**Job Summary:** The successful applicant will work closely with our young children and their families to encourage, enthuse and develop them in their faith in a way relative to the society in which they live.

St John’s has many children that come through the doors and we are looking to appoint someone to take them from being visitors, to being part of our multigenerational community.

The right candidate will enable our children and their families to explore and develop their faith and integrate into all areas of our church life to create a culture that values and benefits everyone.

In addition, the role will include outreach in the local area to find more effective ways to involve children, families and those with no experience of Christian faith in the life and witness of the Church.

Communication/joint activities with the Youth Worker will be expected for the development and nurture of all.

New initiatives must play a key part in this role

**Background:** St John’s mission is to be a caring community of God’s people where each person is encouraged to grow in faith and to share with others through worship, service, witness and lifestyle. One of our primary priorities is to serve our local community with particular emphasis on children, young people and families. Our dream is to see our children and young people grow in faith and commitment

We see that local children are learning little or nothing of the Christian faith and we have a duty to reach out to them. Sunday mornings are no longer kept free for church going so there is need for someone to explore different ways of being and becoming church. Our presence in the local area, which is almost entirely residential, with our building as the only one for public gatherings and the large number of children and young people on the premises and in church-sponsored groups, offers a “ready-made” mission field that we should capitalise on. Our own children have a need for more specialised ministry to help them on their journey of faith

## Principal responsibilities and duties

### Job Description

\*the term “children” will apply to all 0 - 11 year olds associated with the church and our community

The right candidate will:

- Provide faith and fellowship for and with our children and their families, encouraging them to explore and discuss their beliefs further
- Maintain and develop current links with all of our existing children in this age group
- Establish and develop a range of activities suitable for children and their families
- Create opportunities for families to become involved in church life
- Work with our Minister and the Youth and Children’s Work team
- Establish a greater sense of intergenerational community within our membership
- Provide community outreach – working with local schools, CTO and the Synod
- Consider the needs of the local community and how to meet them
- Explore opportunities for “non-Sunday” church and different ways of “being church”
- Create a fun and inviting atmosphere
- Work with and encourage our existing leaders to develop both children’s work and also their own understanding of how to share faith
- To undergo regular relevant training as identified with your line manager to keep skills and knowledge up to date, both within the personal Christian faith context and professionally.
- To maintain and work alongside our Safeguarding Officer in promoting and applying the Child protection policy and any other safeguarding needs of St John’s – including DBS checking and training team.

**Updated April 19**

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### **Working with Committees [and Volunteers]**

- Working with all of our current young children and their teams, including but not limited to
  - Visiting and involving themselves in our current groups
  - Working with our Minister and Youth and Children’s work team
  - Attendance at team meetings
  - Working with outreach committees (ie CTO, Synod, local primary schools etc)

*This job description reflects the overall scope and responsibilities of the role. However, it is not an exhaustive list and the job holder is expected to undertake any other reasonable duties that might be requested. All jobs change or evolve over time in order to meet organizational or departmental needs and this job description will therefore be subject to periodic review and change if required.*

## Person Specification

<b>Job Title</b>	Children and Families Worker (0-11 years old)
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<b>Requirements</b>	<b>Essential</b>	<b>Desirable</b>
Education and qualifications	Qualifications are not essential	Relevant qualifications related to childrens' ministry
Experience	To have at least 3 years experience of working with young children within a church/faith environment (voluntary or professional) A willingness to lead worship both with large and small groups Ability to make the bible and our faith relevant to todays world Inspiring and leading young people	
Knowledge	Practising Christian - there is a genuine occupation requirement that the post-holder is a committed Christian in accordance with Employment Equality (Religion & Belief) Regulations 2003	Knowledge of URC systems and a basic background knowledge of St John's URC – sympathetic to the ethos of the URC
Skills and Abilities	Team leader Excellent communication skills IT literate Well organised Excellent time management Able and happy to work both within a team and as an individual Enthusiastic and engaging in their leadership role Flexible in terms of working hours and days Actively foster an environment which nurtures equality and cherishes diversity	Able to work with social media  Able to drive
Other	Satisfactory Enhanced DBS Check (Due to the nature of this role an Enhanced Disclosure Barring Service (DBS)check is required before a final job offer is made). References	Safeguarding training  First Aid trained

