



JOB DESCRIPTION

JOB TITLE:	Interim Children's & Families Worker
LOCATION:	St John's and St Paul's Churches, Widnes
TYPE OF CONTRACT:	9 Months Fixed Term Contract (due to funding)
WORKING HOURS:	Part-time (between 10 - 17.5 hours per week, Sunday mornings & Thursday evenings included in these hours)
REPORTS TO:	Church Leader (Vicar)

Role Purpose

The Transform Widnes Children & Families Worker will lead, coordinate and develop ministry for 0-11 year olds in the Transform Widnes congregation(s), so that children know and grow in their relationship with Jesus. The role is key in supporting families in the task of raising disciples who will make disciples.

Main Tasks and Responsibilities

Planning and provision of children's ministry

- Source, develop and maintain structures and content that create engaging and empowering environments for children to encounter Jesus and be discipled.
- Ensure a high quality, Holy Spirit inspired time for children in the Transform Widnes congregation(s).
- Liaise with families to support and encourage them to bring their children up knowing Jesus.
- Source and maintain equipment and supplies for the effective running of children's ministry.
- Provide opportunities for midweek engagement, discipleship & mission through Missional Communities, school connections and community partnerships.

Training of volunteers & team building

- Inspire and coordinate the recently formed, and dedicated, Transform Widnes Kids team.
- Ensure the ongoing training and development of the Transform Widnes Kids team, including leading regular team times.
- Undertake ongoing professional development and research in secular and church-based practice and transfer to the local context where possible and appropriate.

Policies and procedures

- Ensure all relevant policies and procedures are kept up to date, implemented and followed in children's ministry.

Safeguarding

- To work closely with the Safeguarding Officer for Transform Widnes.

Integration & Championing of Children

- Envision children’s ministry teams, leadership teams and the congregation that every child can have a meaningful, Spirit-led relationship with God.
- Member of Transform Widnes core team (effectively SLT).
- Contribute to the welcome and newcomers’ process for children.

Key relationships

- Transform Widnes Hub Leader
- Transform Widnes Core Team members
- Transform Widnes Kid's team

General

- Become a fully committed member of Transform Widnes. This means being a committed member of a connect group, by attending 2-3 times a month
- Undertake any other duties that may reasonably be required of the role holder.

Financial or Other Authorities

- Plan and manage the children’s ministry budget

Occupational Requirement

There is a genuine occupational requirement that the post holder is a Christian and supports the beliefs and practices of the Church of England.

Safeguarding

An enhanced DBS is required for this role.



PERSON SPECIFICATION

Essential

- Passionate about young children and families and supporting and growing them in their faith
- Proven experience of working with children and families in a church context
- Strong safeguarding knowledge
- Excellent communication skills, both written and verbal
- Excellent organisational skills
- Self-motivated
- Enthusiasm, energy, commitment and a sense of humour
- Flexible attitude
- Good leadership and interpersonal skills
- High level of confidentiality
- Experience of managing people, both paid employees and volunteers

Desirable

- Good IT skills, including full knowledge of MS Office package, or similar software (Word, Excel, database management)
- Budget management

ADDITIONAL INFORMATION

- The role is a part-time position (10-17.5 hrs/week, to include at least every Sunday morning & Thursday evening, evenings where necessary, with time off in lieu).
- This is an interim role for a 9-month period due to funding, after which we are seeking to appoint a permanent Childrens & Families worker
- Auto enrolled in NEST pension scheme.
- Probationary period of 3 months.
- Holidays: 25 days per year, plus Bank Holidays (pro-rated for part-time employees)
- The role holder will need to be available to work key dates which could include Christmas services, Easter services and Annual Parochial Church Meetings when required; advance notice will be given for working days outside of usual hours. Available to work at New Wine desirable (the church holiday in the summer, one-week duration).
- It is expected that staff members will be active members of TW including Sunday worship and be an active member of a connect group.
- TW is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.

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WIDNES