** Youth Worker Job Description**

**Job Title:**

Youth Worker

**Responsible to:**

The Senior Minister and Elders

**Main Purpose of the Role:**

The Youth Worker will have oversight of the youth programme for Year 7 upwards with primary responsibility for delivery, with the team, of the programme.

The ultimate aim is for the young people to learn about the Lord Jesus Christ and to be encouraged to grow as disciples on their journey of faith. We want to develop a missional culture among our young people, and grow links with outside organisations to encourage evangelism. We want our young people to be future leaders in the challenging society in which we live.

**Key Role**

This position is a key role for Bishop’s Stortford Baptist Church (the Church) and will be an essential part of the ministry of the Church. We therefore require the holder to be fully in agreement with its vision and mission and the post holder must be, or must become, a regular attender of the Church. The Church is a member of the Evangelical Alliance and applicants should be in agreement with its Basis of Faith and its position on human sexuality. He or she will be an ambassador for the Church’s aims and activities and should therefore be a practicing Christian (as a Genuine Occupational Requirement under the Equality Act 2010). This position is dependent on suitable references, and a DBS check will be required and you must have the right to work in the United Kingdom.

**Job Details**

1. **Delivery of the youth programme for ages 11-18**

1.1 Develop teaching and discipleship materials.

1.2 Oversee Sunday morning teaching.

1.3 Oversee youth events and ad-hoc gatherings including breakfasts, get-togethers and other events held during the week.

1.4 Oversight of weekends away.

**2. Relationship building**

2.1 Building relationships with our young people and their families.

2.2 Working with other Churches in Bishop’s Stortford to build the Kingdom of God

**3. People Management**

3.1 Manage the volunteer youth leaders and helpers including communication with, and co-ordination of the team

3.2 Organising and conducting meetings with the volunteers as required

3.3 Liaising with Ministers and Elders regarding the appointment of new volunteer leaders and other matters

3.4 Actively seeking out training and development opportunities for those involved in the church’s youth work as required

3.5 Responding to emails and calls in a timely and constructive manner

**4. Safeguarding**

4.1 Adhering to and modelling the Church’s Safeguarding Policy

**5. Team Contribution**

5.1 Working with the Ministers and Elders to develop Youth Ministry.

5.2 Liaising with the Church Publicist.

5.3 Preparing reports on youth work for the church as periodically required

 to aid communication and promote discipleship.

5.4 Overseeing and utilising the youth section of the church website and discrete youth area.

5.5 Any other reasonable or ad hoc duties from time to time allocated to the role.

**6. Compliances**

6.1 Ensure familiarity and compliance with current legislation and best practice including:

* Safeguarding Policy
* Data Protection
* Health & Safety
* Fire safety

**Salary**

£26,000 - £28,000 depending on experience plus workplace pension

**Holiday entitlement**

28 days per annum including bank holidays

**Hours of Work**

37.5 hours per week

**Person Specification**

**Competencies**:

1. **Fostering Teamwork**

As a team member, the ability and desire to work co-operatively with others on a team; as a team leader, the ability to encourage and grow volunteers and getting others to work together co-operatively.

2. **Pastoral Experience**

Experience in successfully dealing with a wide range of pastoral situations.

3. **Managing Performance**

Taking responsibility for one’s own and one’s team’s performance by setting clear goals and expectations, tracking progress against the goals, ensuring feedback and addressing performance problems and issues promptly.

4. **Attention to Communication**

Ensuring excellent communication with the young people, their parents, other leaders and church members. Being technically competent in the use of the computerised communication and information packages that the Church uses

5. **Building Collaborative Relationships**

The ability to develop, maintain and strengthen relationships with the young people, parents and leaders from inside and outside the Church and from a wide variety of backgrounds and ethnicities, as well as with Christians from other churches.

6. **Forward Thinking**

Anticipating the implications and consequences of situations and taking appropriate action to be prepared for possible contingencies.

7. **Stress Management**

The ability to keep functioning effectively when under pressure and maintain self-control in the face of hostility or provocation.

8. **Initiative**

Identifying what needs to be done and doing it before being asked to or required by the situation. Being sensitive to involving colleagues as appropriate in difficult pastoral situations.

9. **Thoroughness**

Ensuring that work and information is complete and accurate; that events are carefully planned; encouraging others to fulfil their agreements and commitments.