

YOUTH & FAMILIES WORKER

In West Sussex (Coast and Downs Circuit)

Based at Felpham Methodist Church



West Sussex (Coast and Downs)
Methodist Circuit

About Felpham Methodist Church's Children, Youth & Families Ministry

Felpham Methodist Church (FMC) has had a long history of outreach to children, youth and families. Today, we have a vibrant and extensive Children, Youth & Families ministry, which is co-ordinated by the Children, Youth and Families Core Team (CYF core team) and includes:

- **The Four:** intergenerational worship gathering currently meeting one Sunday a month 4-5pm.
- **Toddlers:**(baby/toddler & parent/carer group) meeting term time, 1:15-3:15pm on Mon & Fri, led by volunteer team and part time lay worker.
- **Rocky Road:** (group for children age 5-11) meeting term time 5:45 – 7pm on Thurs, led by volunteer team.
- **Pulse:** (youth group for age 11-18) meeting term time 7.15-8.30pm on alternate Mon & Thurs during term time, led by volunteer team.
- **Junior Church:** available during the 10:30am Sunday Worship
- **Stay and Play:** (Family activity time with crafts, refreshments, games, toys available for all ages) Roughly once a half term on a Saturday afternoon in Autumn, Winter & Early Spring.
- **Seasonal Activities and Events:** at various times and in various formats including family events and age oriented sessions. 3-5 per year.
- **Summer Holiday Club:** a week of morning holiday club sessions with additional afternoon events
- **Schools:** A good relationship with the local Church of England primary school and a budding connection with the local secondary school.
- **For further details look on our church website:** www.felpham-methodist-church.org.uk

This mission and outreach is currently being carried out by an experienced and enthusiastic team of 20+ regular volunteers, but the church is aware of the need to plan for the future not only to maintain our current activities but also to extend our involvement in the local community in order to attract more local families into our church family.

Our initial planning has been to strengthen our existing team by recruiting those of our young people who wish to be involved as young volunteers as well as looking to recruit and train new volunteers from church members and friends, particularly those wishing to take on a leadership role.

It is in the context of this vision that we are hoping to find an enthusiastic Christian Youth and Families Worker with the right skill set, who will work in partnership with us to grow our work with young people and families.



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Discovering God • Welcoming All • Serving the Community

JOB DESCRIPTION

Job Title	Youth & Families Worker		
Reports to	<i>Minister in Pastoral Charge at Felpham Methodist Church</i>	Location	Role based at Felpham Methodist Church , 118 Felpham Way, Felpham, PO22 8QL With an expectation of some home and/or church office-based working, alongside ministry at other locations within the local community.
Circuit	West Sussex (Coast and Downs) Circuit	Salary	Between £26,000-£30,000

Job Purpose

This is an exciting opportunity to take a leading role in the further development of ministry with young people and families at Felpham Methodist Church and in the local community.

The Youth and Families Worker will be an integral part of the Children, Families and Youth Team:

- Leading the Youth Team and supporting the Children's Team to offer activities that are fun and creative and offer Christian input to introduce and deepen faith.
- Developing the church's ministry in the local area specifically building relationships with residents on the nearby new build estate.
- Nurturing new and future leaders.
- Leading and developing our intergenerational worship alongside our volunteer team.

Alongside the CYF Core Team, the Youth and Families Worker be responsible for delivering a programme of activities and events to help our children and youth discover God in an accessible and appropriate way.

Oversight Relationships

Responsible to:	The Lay Employee will be employed by the Managing Trustees of West Sussex (Coast and Downs) Circuit Meeting and will be line managed by the minister in pastoral charge of Felpham Methodist Church.
Responsible for:	None

Main Responsibilities

General

- Support and live out in your work Felpham Methodist Church's Mission Statement '*Discovering God, Welcoming All, Serving Our Community*'.
- Work with the Minister, Leadership Team and others to contribute to the strategic oversight of the church's life, mission and ministry.
- Attend other meetings beyond those directly linked to the role as required, including the Church Council Meeting (around 4 per year) giving reports as requested. (*Periodic attendance at other meetings may be required, in consultation between the employee and oversight group*).
- Be a visible part of the wider life of the church. Ideally, the employee would become part of the FMC community, but at a minimum, we would expect the employee to attend FMC morning worship regularly.
- Engage fully with reflective supervision as part of the Connexional Supervision Policy of the Methodist Church in Great Britain.
- Keep records of contacts and of work undertaken.
- Undertake any other related duties, identified by the Minister/line manager, as are within your capabilities and level of responsibility, in order to meet the needs of the church.

Lead the Youth Team and support the Children's Team to offer activities that are fun and creative and also offer Christian input to introduce and deepen faith.

- Lead the Youth Team, delivering weekly sessions which incorporate a variety of games, activities and Christian input which explores spirituality and faith in a non-confrontational way.
- Support the Children's Team by providing guidance and encouragement to the under 18's volunteers.
- Help the smooth transition of our Year 6 children from the children's group to the youth group.
- Plan and lead youth residential e. g. weekends, 3Generate, summer festivals.

Develop the church's ministry in the local area specifically building relationships with residents on the nearby new build estate.

- Use your skills, whatever they may be, to work with others to deliver new ministries e.g. drama, music, creative arts, sport, mental health support, parenting/family support.
- Take a leading role in developing relationships, collaboration and partnerships with the wider community and its stakeholders e.g. local schools, community organisations, local community workers, local churches including Bognor Churches Together, uniformed organisations.
- Collaborate and identify with community contacts opportunities to share skills/ experience.

Nurture new and future volunteers/leaders

- Explore and develop opportunities to recruit and grow volunteers across all our CYF groups.
- Identify potential leaders both within our CYF groups and beyond.
- Liaise with our Scripture Union Mission Enabler to organise further training and support for our 'Faith Guides'.

Lead and develop our intergenerational worship alongside our volunteer team

- Plan and deliver our monthly intergenerational worship 'The Four' in partnership with our volunteer team to provide an accessible, fun and conversational programme.
- Provide opportunities to explore faith both at 'The Four' and other family events.
- Help to build relationships with new families and encourage friendships across the generations.

Alongside the CYF Core Team deliver a programme of activities and events to help our children and youth discover God in an accessible and appropriate way

- Plan and deliver the CYF programme of regular activities and seasonal events.
- Reflect upon CYF mission and ministry introducing new ideas and ways of working.
- Advertise CYF ministry through a range of media.
- Develop and implement a wider mission strategy for CYF ministry including the local community.

Safeguarding

- Work with the Minister in Pastoral charge, Church Safeguarding Officer, Superintendent and the Circuit and District Safeguarding Officers as appropriate to ensure compliance with Safeguarding Policies, and in creating a safe space for all.
- Keep records of any safeguarding concerns, and actions taken.

Terms and Conditions

Terms of appointment: Initially for 3 years, with potential for extending subject to the success of the project and funding.

The salary/rate of pay will be: between £26,000 and £30,000 per annum, subject to past experience & qualifications.

Normal working pattern: *Full time, 35 hours per week. This would include:*

- Sundays, monthly – ‘The Four’ (3pm – 6pm) – 3hr session
- Sundays (minimum of monthly) – attend 10:30am Worship – 2 hr session
- Pulse - term-time alternate Mondays and Thursdays (7pm – 9pm) 2hr session
- Expectation of some attendance (but not necessarily all the time) at other CYF activities throughout the week.
- Work within the local community initially an average of 4 hours a week, recognising that this may increase as contacts are made and new ministries develop.
- Other hours to be used flexibly as agreed with line manager/oversight group. It is anticipated that this may include occasional evening or weekend meetings and activity in addition to that which is outlined above.

All reasonable expenses will be reimbursed and a small allowance given for on-going training.

While not essential, an ability to drive is considered to be significantly beneficial for the fulfilment of some aspects of the role.

There is a contributory pension scheme to which eligible lay employees will be auto-enrolled. Lay employees who do not meet the auto-enrolment criteria are eligible to join the scheme subject to certain provisions.

At least one full day free of responsibilities every week.

33 days annual leave entitlement per year (25 days holiday plus 8 bank holidays).

Appointment will be subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) disclosure.

Appointment will be subject to satisfactory references.

Appointment will be subject to the satisfactory completion of up to six-month probationary period.

Opportunities for study and for training.

PERSON SPECIFICATION

Key for Method of Assessment: A – Application form I – Interview
E – Exercise Q – proof of qualification (certificates/transcripts etc)

Attributes	Essential	Desirable	Method of Assessment
Qualifications	Nationally recognised qualification in youth, families or community work, or equivalent experience evidenced for the role	Relevant qualification at degree level	Q/E
		A recognised Biblical, theological or practical mission qualification	Q
Experience	Experience of working with young people in a paid or voluntary capacity	Experience of working in an intergenerational setting	A/I/E
		Experience in working alongside youth/families from a diverse range of backgrounds	A/I
		Experience of networking and establishing working partnerships with community stakeholders	A/I
	Experience of working with youth and families	Evidence of organising and leading youth, intergenerational and/or families' events	A/I/E
		Experience of organising residential activities for young people	A/I
	Able to demonstrate an ability to design and lead activity or content that is explicitly Christian for youth, families or intergenerational contexts	Experience in leading young people to Christ and nurturing them in their faith	A/I
	Experience of leadership within a church context		A/I
	Knowledge & Skills	Clear written and verbal communication	
	Confidence in talking about God and faith to others	Ability to plan and lead worship	A/I/E
		Experience with leading worship in intergenerational or similar contexts	A/I/E
	Understanding of the church's work with families	An understanding of various models of faith development	A/I
	Working knowledge and commitment to safeguarding	Knowledge of safeguarding and child protection procedures within the Methodist Church	A/I
	An awareness of the needs and issues affecting families & young people today		A/I
	Computer skills e.g. Microsoft Office, Power Point	Experience of using social and/or digital media for ministry	A/I
Special Qualities and Aptitudes	Have a personal Christian faith and active in a church community		A/I

	Commitment to the participation of families in the life of the church		A/I
	Commitment to continued personal and spiritual development		A/I
	Ability to work independently and as part of a team	Experience of working within a team and/or of leading a team	A/I
	Ability to self-organise		A/I
	Ability to establish positive and productive relationships with young people & families		A/I
	Ability to recognise and develop the gifts of others	Experience of leading and enabling teams of volunteers	A/I
	Ability to plan and deliver activities that are underpinned by principles of participation and exploring Christian faith		A/I/E
	Ability to communicate effectively and appropriately with a range of different audiences e.g. children, young people, family members, professionals, church members and members of the community		A/I/E
	Willingness to engage with 'Reflective Supervision' as a lay employee of the Methodist Church		A/I
	Willingness to work within the authority structure of the Methodist Church		A/I
Any Other Requirements	This post holds a genuine occupational requirement for the post holder to be a Christian		A/I
	Satisfactory Enhanced DBS clearance		
		Have access to appropriate transport for travel within the area	