



ST. JOHN THE BAPTIST, KIRKHEATON &
ST. BARTHOLOMEW'S, GRANGE MOOR

*Worshipping Jesus
Following Jesus
Sharing Jesus*

KIRKHEATON PARISH CHILDREN'S AND YOUTH PASTOR: ROLE DESCRIPTION

- Title:** Children's and Youth Pastor of Kirkheaton Parish, Huddersfield.
- Employed by:** The Parochial Church Council (PCC) of Kirkheaton Parish, which comprises St John the Baptist's, Kirkheaton and St Bartholomew's, Grange Moor.
- Responsible to:** The PCC, with the Rector being the Line Manager.
- Probationary Period:** The role is subject to a probationary period of 6 months.
- Contract Length:** Initially 3 years, though the PCC will definitely look to extend the contract after 2 years if satisfied with the Children's and Youth Pastor's performance in the first 2 years.
- Hours of Work:** 35 hours to be worked across five days. The three obligatory working days are Wednesday, Friday and Sunday. Of the other four days each week, two days will be worked and two days will be non-working. Some flexibility will have to be given by the successful applicant, in terms of which two other days in any given week are worked and which two are not worked, depending on when children's and youth activities are taking place in that particular week.
- Some evening work will also be required, particularly Friday evening for our primary-aged group (Krush Kids) and then our teenage group (ReGen). It is hoped that activities would be developed on at least one other regular evening per week, particularly at the smaller of the two churches of the parish (St Bartholomew's, Grange Moor).
- Daytime duties will include (but are not excluded to) taking assemblies in primary schools; visiting primary schools at lunchtimes to chat with pupils; being the principal leader and planner of our Wednesday morning babies and toddlers' group (Kingdom Tots) and our Sunday morning primary-aged group (Sunday Club); and performing administrative aspects of the role.
- Salary:** The starting salary will range from £25,025 to £30,030 per annum for a 35-hour week, dependant on qualifications and experience. Although a full-time candidate would be preferred, applications are still welcome from candidates who are only able or willing to work part-time.

Holidays: 20 days' paid holiday per year by agreement, in addition to Public Holidays (with time off in lieu for Good Friday and Christmas morning), rising to 25 days after 5 years' service.

Occupational Requirements: There is an occupational requirement for the post holder to be a practising Christian, in accordance with Schedule 9 to the Equality Act 2010. A full DBS check will also be required for the successful candidate.

Overall Aims and Objectives

1. To lead and communicate to children's and youth team volunteers a fresh vision for all areas of children's and youth ministry in the parish, identifying what we are doing well and where we need to improve, and implementing the necessary developments identified.
2. To plan, lead and promote the existing programme of activities for the children and young people of the parish, and to develop new and exciting activities that will draw children and young people (and hopefully their wider families) into a connection with the church.
3. To have responsibility for the pastoral care and development of the children and young people of the church.
4. To develop links with local children, young people and their families in order to build positive relationships between the church and the community, creating an opening for pastoral and spiritual nurturing.
5. To promote and express the views and concerns of children and young people to the PCC and to the wider church.
6. To encourage children and young people to take an active part in church worship, and to develop their gifts and talents.

Specific Duties and Responsibilities

1. To plan, co-ordinate and lead children's and young people's church groups and activities, particularly:
 - Sunday morning 'Sunday Club' for primary-aged children.
 - Wednesday morning 'Kingdom Tots' for babies/toddlers and their parents/carers.
 - Friday early-evening 'Krash Kids' for primary-aged children.
 - Friday mid-evening 'ReGen' for secondary-aged young people.
 - One other children's evening activity at the smaller church of the parish (to be developed).
 - The summer 'Holiday Club' in conjunction with one of our Licensed Lay Ministers (LLMs).

- A pre-Christmas event, such as a 'Christmas Character Hunt'.
 - A pre-Easter event, such as an 'Easter Egg Hunt'.
2. To attend and liaise with children and parents/carers at 'Bible Breakfast', an event for young families that takes place at St John's, Kirkheaton, at 9.30am on every third Saturday of the month in term-time, and which is led by one of our LLMs.
 3. To lead assemblies in the three primary schools of the parish (about every two months).
 4. To spend one lunchtime each week in each of the three primary schools of the parish, chatting to pupils in the playground.
 5. In partnership with the Rector and any future Curate, to receive children from each of the three primary schools of the parish into either of our church buildings, in order to show them points of interest in the buildings and to teach them elements of the Christian faith.
 6. To evaluate and develop current and new projects in partnership with children and young people, adult volunteers, the Rector and any future Curate.
 7. To lead, teach and provide pastoral support to children and young people, and to develop their knowledge of and relationship with Jesus.
 8. To recruit, train, encourage, communicate with, rota, support and lead voluntary assistant leaders and teenage helpers. This will include building up the various teams by making provision for any training needs and holding regular (at least termly) team meetings.
 9. To keep congregations at both St John's and St Bartholomew's informed of developments and initiatives in our children's and youth work.
 10. To attend the weekly staff team meeting (the usual day of this will be agreed in due course).
 11. To attend PCC meetings when necessary to apprise the PCC of developments in our children's and youth provision.
 12. To maintain required levels of safeguarding training and to be absolutely committed to the highest standards of safeguarding practice by both him/herself and voluntary leaders.
 13. To keep up to date all necessary administration and records, and to meet all statutory and legal requirements.
 14. To maintain and develop his/her own prayer life, personal Bible study, spiritual learning and discipleship, with support from the Rector and any future Curate.