



## St Mary's Church

Iffley | Rose Hill | Donnington

### **Children and Families Worker (part time)**

#### **About St Mary's Church**

St Mary's parish serves the communities of Iffley, Rose Hill, and Donnington in south-east Oxford - an area rich in history and community spirit, and marked by a wide diversity of social backgrounds, cultures, and life experiences. Across the parish there is a strong sense of local identity alongside significant opportunity to deepen connections with children, young people, and families.

We are a Church of England parish rooted in a warm, prayerful, inclusive and welcoming tradition. Alongside Sunday worship, the church is active throughout the week through community partnerships, pastoral care, and growing work with children and families.

In recent years we have seen encouraging growth in engagement with younger generations through initiatives such as Messy Church and a small but developing youth ministry. We are eager to build on this momentum and we are seeking someone who will help us nurture children in the Christian faith, support and serve families in our parish, and enable new families to encounter the love of God.

The role of Children and Families Worker is a key part of this vision.

#### **About the Role**

We haven't had a Children and Families worker before, so you could be our first one! There is a lot of potential for the development of our children's work, particularly in the areas of our parish that we have traditionally found it harder to reach, such as in Rose Hill and Donnington, which is where the majority of families in our parish live.

Children and families are key to our mission and growth strategy, and the creation of this role is an investment in seeing that vision come to fruition. Our vision for this role is that it should be as much about relationship-building as developing projects.

We seek to build on and develop our existing ministry which includes Messy Church, a Sunday morning 'Fish and Chip Club', and a monthly youth group. We

have several partnerships running Messy Church with the local Methodist Church, the youth group in collaboration with a neighbouring church, and are hoping to begin a Choir Club at a local school with the University Church. We think that building on these partnerships is key to building effective children and families ministry in this area.

Alongside this we would like to develop various areas of ministry which include:

- Establishing a weekly parent and toddler group with Christian input
- Building relationships with baptism families and encouraging ongoing connection
- Planning seasonal events (e.g. Nativity Trail, Easter activities, family BBQ)
- Developing school engagement e.g. Choir Club, Prayer Spaces, Experience Easter)
- Providing supportive and prayerful groups for parents
- Year 6–7 transition group
- Developing our all-age worship provision

The Parochial Church Council (the trustees who manage the church) seeks to be realistic and would not expect anyone to do all this at once! The Children and Families Worker would work alongside our current team and volunteers to prioritise some of these projects, with others to be implemented over time.

Our current staff team includes:

- Vicar (full-time)
- Assistant Curate (part time, on maternity leave from June 2026)
- Parish Administrator (part-time)
- Hall Bookings Secretary (part-time)

The position is offered as a part-time post of 24.5 hours per week, normally over 3.5 days per week. The working hours can be flexible and will include time for planning and preparation, and for delivering the activities. We seek a committed Christian. Supervision and management will be provided by the Vicar, with regular review meetings with an oversight group and access to diocesan networks of children's and youth workers, and training courses.

Enhanced DBS disclosure will be required; Safeguarding requirements will be provided through the diocese.



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## Job Description

**Post:** Children and Families Worker  
**Hours:** 24.5 hours per week (3.5 days)  
**Contract:** Fixed term (5 years)  
**Location:** Parish of Iffley (Iffley, Rose Hill, Donnington)

**Responsible to:** The Vicar and the PCC  
**Line managed by:** The Vicar

## Key Responsibilities

### 1. Strengthen existing Children and Families work

- Support Messy Church and help us expand this in geography (such as in Donnington) and format (such as Forest Church)
- Contribute to and support the Children's Sunday group
- Support the new monthly youth group 'Youth Group for Now' (Years 7–10), alongside existing leaders

### 2. Developing new areas of ministry

- Establish and lead a weekly parent and toddler group with Christian input.
- Build relationships with baptism families encouraging ongoing connection
- Plan and help deliver seasonal events
- Develop school engagement opportunities (e.g. Prayer Spaces)
- Help coordinate a new Choir Club at the local school
- Facilitate nurture and discussion groups for families, including those facing challenges
- Launch and lead a Year 6–7 transition group
- Work with clergy and lay leaders to develop our regular all-age worship

### 3. Volunteer Development

- Recruit, train, and support a team of volunteers
- Encourage leadership development and shared ownership
- Ensure safe recruitment and good safeguarding practice

### 4. Pastoral and Community Engagement

- Build positive relationships with children, parents, and carers

- Work collaboratively with schools, local partners, and other parishes
- Offer appropriate pastoral support and signposting

## **5. Planning and Administration**

- Develop plans, set goals, and monitor outcomes for the project
- Manage agreed budgets and resources
- Contribute to reports for PCC and funders
- Ensure safeguarding, health & safety, and data protection compliance

## **6. Spiritual Life and Team Participation**

- Be an active member of the staff/ministry team
  - Pray for and with children and families
  - Participate in church life as appropriate
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## **Person Specification**

### **Essential**

#### **Faith & Values**

- A committed Christian with a personal faith and willingness to work within the ethos and mission of the Church of England
- Passion for sharing faith with children and families
- Commitment to safeguarding and promoting the welfare of children and young people

#### **Experience**

- Experience of and enthusiasm for working with children and/or families (this could be in church, school, or community setting)
- Experience of planning and leading activities or programmes
- Experience of working collaboratively with volunteers or teams

#### **Skills & Abilities**

- Strong relational and communication skills with both children and adults
- Ability to initiate, organise, and follow through projects
- Ability to work independently and as part of a team
- Good organisational and basic administrative skills and IT competency

## **Desirable**

- Training or qualification in children's, youth, family, or community work
- Experience of church-based ministry
- Experience working with families facing complex or challenging circumstances
- Experience building links with schools or community organisations
- Experience developing volunteers or leading teams

## **Personal Qualities**

- Warm, welcoming, and approachable
- Creative and proactive
- Spiritually mature and prayerful
- Flexible and resilient and able to encourage and inspire others

## **Terms and Conditions**

Pay:	£24,817 p.a
Hours:	Part time 24.5 hours per week, normally over 3.5 days per Week to include some weekend working
Holidays:	20 days, including bank holiday entitlement.
Place of work:	The parish office shared with other staff will be your normal office place of work but you will also be working in the Church Hall, Church, local community centres, and schools. Where agreed, some work may be undertaken at home.
Pension:	Automatic enrolment in NEST (employer contribution – 5%; Employee contribution - 5%)
Contract:	5 year fixed term contract with 3-month probationary period.
DBS:	This appointment is subject to an enhanced DBS check.

Safeguarding training will be provided and must be undertaken.

Other requirements: The role has an occupational requirement to be a practising Christian (as permitted under Schedule 9, Part 1 of the Equality Act 2010).

Start date: As soon as possible after 1 April.

To apply, please email a CV and covering letter FAO Revd Clare Hayns – [office@iffleychurch.org](mailto:office@iffleychurch.org)

For an informal conversation, please get in touch with Clare on [vicar@iffleychurch.org](mailto:vicar@iffleychurch.org)

Closing date: 21<sup>st</sup> March 2026  
Interviews: 26<sup>th</sup> March (or by arrangement)