

St Augustine's with St Luke's
Job Description and Person Specification
Family, Children and Young People Worker

Context

St Augustine's with St Luke's is a joyful, growing, community focussed Church of England parish in Bromley Common, within the London Borough of Bromley. We are delighted to seek an experienced and enthusiastic Family, Children and Youth Worker to develop and enhance our existing work in growing discipleship and outreach within our church congregation and the wider community. The church offers a variety of worship at St Augustine's at 10am on Sunday including Holy Communion, Morning Worship and Café Church on the first Sunday of each month. There is an evening service at St Luke's at 5.30pm on the third Sunday of the month, offering Holy Communion, evening Worship and Taizé.

Foundations have already been laid for this role and this is an exciting opportunity to join our team to develop existing activities and evolve new ones. In recent years the church has developed relationships with families, children and young people and offers a community parent and toddler session weekly, (ARK), attended by approximately ninety families, children's activities during Sunday worship, (Club JC), and a twice monthly youth club for secondary school age young people, (Youth Connect). We have links with local schools and uniform organisations and offer festival activities for both Christmas and Easter reaching up to 300 children and regular parade services. The PCC and church leadership have identified the work associated with this role as a priority for the mission of the church and have allocated resources for the delivery. The wider church community are enthusiastic to support the appointee and a warm welcome awaits.

Job Description

Purpose

- To take a leadership role in delivering the family, children and youth ministry of St Augustine's with St Luke's, ensuring that young people's voices are at the heart of decision making.
- To identify, nurture and develop volunteers practically and spiritually to support the ministry of the church.
- To reach families, children and young people in the community providing them with the opportunity to respond to the Gospel of Jesus Christ.
- Nurture and develop children, young people and families in spiritual growth.

Duties

Sunday

- Lead and teach Club JC activities in collaboration with volunteers.
- Plan and resource creative and stimulating programmes of activities for Club JC.
- Organise the rota for Club JC.
- Link Club JC to the Sunday Worship service.
- Recruit, mentor, support and lead volunteers for Club JC.
- Develop new age appropriate groups to meet during Sunday worship.
- To contribute to family and parade services in church and general leadership duties associated with worship.

Weekdays

- Lead Youth Connect twice monthly on Saturday evenings and Lead ARK weekly on Wednesday mornings during term time, both with teams of volunteers.
- Promote, plan and resource activities for both Youth connect and ARK.
- To engage with parents and carers of those attending activities.
- Identify, mentor, support and lead volunteers for Youth Connect and ARK.
- Be available for parents, children and young people for mentoring, pastoral support and guidance.
- Develop and contribute to discipleship and be intentional around evangelism and missional activities for children, young people and parents and carers.
- Develop and lead bible study and prayer opportunities and support the ministry team with those preparing for Baptism and Confirmation.

General and Occasional Duties

- Plan, promote, lead and resource festival activities, currently the Christmas Journey and Easter Experience and holiday clubs.
- Plan, promote, lead and organise one off events, such as hot chocolate after school and activities to promote the church in the wider community.
- Work collaboratively with other churches on larger scale community and church projects for children and young people.
- Network extensively to promote the church in the wider community.
- Nurture and develop evolving relationships with three local schools, including taking assemblies and informal links with parents, pupils and staff.
- Nurture and develop relationships with uniformed organisations and prepare them for parade services.
- To assist with general church leadership duties.
- Contribute to the PCC and Communications Group to represent children and young people and those who care for them.
- To undertake professional development as appropriate and network with local CYPF ministers and the Diocesan Employed Mission and Ministry advisors and Network.

Safeguarding

- Maintain all statutory records of attendance of under 18's at all church activities and those leaders and volunteers who participate.
- Ensure that all Church of England policies relating to family, children and young people are updated and reviewed formally by the relevant church body.
- Ensure that all those supporting ministry to children and young people are trained in statutory procedures and are working within best professional guidelines.
- Ensure best safeguarding practise at all times for all church and community activities and model this best practise.
- Maintain an age appropriate social media presence for the under 18's within the church community.
- Follow the Church of England's safe practise guidance.

Role Details

- Full time, 35 hours per week. Part time considered with negotiated reduction in the duties above. There is flexibility in the conditions of this role. It is important for us to have the right team members and we expect to discuss with applicants whether they are looking for a full time or part time permanent post, secondment or job share.
- Two days off per week, one of which is fixed.
- 25 days annual leave plus Bank Holidays.

- £30k - £32k per annum dependent on experience and qualification, or pro rata for a part time post. You will automatically be enrolled in a pension with 3% employer contributions and 5% employee contributions.
- Support for professional qualification.
- The church is committed to the role is for three years with the expectation of extension following review around ministry needs.
- There is a six month probationary period for the post with regular line management and an annual review
- The post holder will, at times be the public face of the church in Bromley Common and it is considered that there is an Occupational Requirement to be a communicant member of the Church of England, or of a Church in communion therewith or of a member Church of the Council of Churches for Britain and Ireland or Churches Together in England, or of a member Church of the Evangelical alliance.
- Applicants must be eligible to work in the United Kingdom.
- The post holder is a member of the leadership team and takes direction from the Incumbent and Church wardens.

Person Specification

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Three years experience of working with children or young people in a church or secular setting. • Engagement with parents and carers. • Working in an employed or volunteer position where safeguarding was core to the role. • Working knowledge of age appropriate social media. • Working knowledge of basic computer programmes. 	<ul style="list-style-type: none"> • Three years experience of working in a church setting with both children and young people. • Engagement of parents and carers, children and young people in activities to promote discipleship. • Leading and developing groups of volunteers. • Working as a member of a church or secular leadership team. • Leading or contributing to parts of church services. • Professional use of social media. • Pastoral work with children, young people and families.
Qualifications	<ul style="list-style-type: none"> • Willingness to undertake professional qualification in family children and youth work. • Training and ongoing CPD. • English and maths at GCSE level or equivalent. 	<ul style="list-style-type: none"> • Recognised professional qualification in Christian family, youth and children's work. • Additional professional qualifications that would support any of the duties of this role.
Christian Faith	<ul style="list-style-type: none"> • Willing and able to become a confirmed member of the Church of England immediately. • Currently an active member of a Christian church. • Embrace the ethos and teachings of the Church of England. • Articulate personal journey of faith and calling for God's ministry with families, children and young people. 	<ul style="list-style-type: none"> • Confirmed member of the Church of England. • Engagement in church activities as a volunteer. • Practical experience of Christian values impacting on communities.
Qualities	<ul style="list-style-type: none"> • Positive, can do approach. • Passion for supporting children and young people in their journey to encounter Jesus Christ. • Ability to work with direction and within a church wide vision but also be a self-starter on occasions. • Able to communicate confidently with children, parents and church leadership. • Organisation and planning skills appropriate to the role. • Adaptable, flexible and responsive. • Commitment to equality, diversity and inclusion. 	