

Children's and Youth Worker: Job Description

Salary: £22,000 - £25,000 per annum (dependent on qualifications and experience) Please note that no accommodation is provided with this post.

Location: Gorse Hill Baptist Church

Hours & Holidays Full-time, 38 hours per week: 22 days holiday excluding bank holidays

Responsible to: Minister, Gorse Hill Baptist Church

Type of contract: Fixed term up to one year initially, with potential to extend after review. The post will also be subject to a 6 month probation period

Purpose of Job

1. To be responsible for leading our work among children and young people.
2. To help children and young people aged 5-18 years to relate to and develop in their faith and Christian spirituality with a particular focus in the 11-18 age range.
3. To provide pastoral care and support for young people.
4. To build on and develop links with parents, local organisations, church groups, youth and children's workers, statutory bodies and funders.

There is a genuine occupational requirement that the postholder is a committed Christian who will become an active member of Gorse Hill Baptist Church.

Key Duties

1. Relating to children and young people with different needs within the church and across the wider community, explaining the Christian faith in ways that encourage, interest and stimulate growth.
2. Planning, leading and organising a varied programme throughout the week to meet the spiritual and social needs of children and young people as well as special one-off events. This will involve some evenings, weekends and residential trips.
3. Providing for the pastoral care of children and young people.
4. Making links with the parents of children and young people in order to encourage them in providing for the spiritual development of their children.
5. Inspiring and encouraging children and young people in their spiritual lives and equipping them for outreach to their peers.
6. Preparing children and young people to deal with transition, within the church and into the wider world.
7. Empowering children and young people to have a say in the running of the church.
8. Encouraging and equipping children and young people to seek out and take up opportunities for ministry in the church.
9. As a member of the ministry team, representing the needs and views of children and young people.
10. Liaising with families / carers of children and young people.

11. Leading, supporting and equipping the existing volunteer team and recruiting additional team members.
12. Line managing trainees and students who may be attached to the church.
13. Identifying and applying for grants that will enable the expansion and development of children's and youth work.
14. Keeping the Minister fully informed of ongoing and emerging issues.
15. Undertaking some administrative duties in order to fulfil these duties effectively.

Other

16. Help, when necessary, with practical tasks outside the normal duties.
17. Ensuring that the church's policies are observed, with particular reference to safeguarding and the care of vulnerable people of all ages.
18. Engage in regular line management meetings and team ministry meetings.
19. Undertake any relevant training programmes.

Main Working Relationships

The postholder will deal mainly with the Minister, deacons, and those involved in youth ministry. The postholder will be expected to maintain good working relationships with all those who contact the church, with the ability to deal with the expected as well as the unexpected.

Confidentiality

The nature of the job requires a high degree of confidentiality, tact and discretion when giving or receiving information which could be confidential.

Skills and abilities	Essential	Desirable	Tested by*
Able to demonstrate a passion for work among children and young people, wanting to see them meet, encounter and grow in the Lord	✓		A/I
Good oral and written skills with excellent inter-personal skills	✓		A/I/P
Ability to work on own initiative and as part of a team	✓		A/I
Ability to remain calm under pressure	✓		A
Willingness to work flexible hours	✓		A
Knowledge			
Mature Christian faith firmly rooted in the authority of the Bible and led by the work of the Holy Spirit	✓		P
Knowledge of children and youth work principles	✓		A/I
Knowledge of issues concerning children and children and young people	✓		A/I
Experience			
Proven track record in children and young people's work and/or a related field	✓		A/I
Experience in dealing with church matters and pastoral/relational skills	✓		A/I
Qualifications			
A relevant children's or youth work qualification and / or equivalent experience	✓		A/S
GSCE grade C or above in English and Mathematics, or equivalent		✓	A/S
* A: application form P: presentation I: interview S: sight of documents			

Applicants invited for interview will be asked to provide original documents including proof of eligibility to work in the UK.

The successful applicant will be asked to provide two written references, one of which will be their current minister, college principal (or equivalent).

It is a condition of the appointment that you hold an enhanced certificate issued by the DBS (Disclosure and Barring Service) indicating that you are not unsuitable for working with minors under the age of 18 and with vulnerable adults.