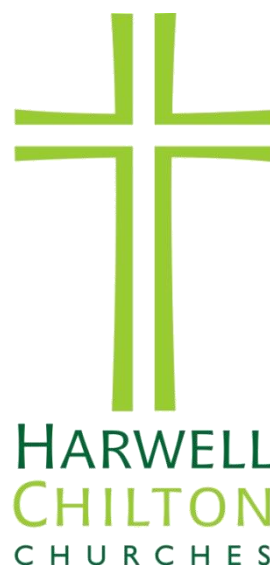


# Greater Didcot Christian Children and Youthwork Trust

## Post of Children & Families' Worker, Job Share



### Job Description

### Terms

This post is a half time Job Share position, initially for three years, the first 6 months of which forms a probationary period. The post is half-time (20 hours per week) and will include evening and weekend work. Salary £10 – 12,500 pa, dependent on experience. Start date: January/February 2022.

### Purpose of post

The post holder will have two core purposes:

- To give leadership to the work of St Matthew's Harwell and All Saints' Chilton amongst children, young people and their families, making disciples of Jesus. This is integral to our vision to grow God's Church, wider, deeper and closer
- To serve as part of a team, who together provide leadership to the work of the Greater Didcot Christian Children and Youthwork Trust, amongst children, youth, and their families, making disciples of Jesus

**The Greater Didcot Christian Children and Youthwork Trust (GDCCYT)** is a new ecumenical ministry partnership, currently consisting of seven local churches. Its aim is:

'To disciple young people who make disciples through provisions that equip and release young people into mission, evangelism, and discipleship.'

To help realise this aim, the Trust is looking to develop a 'Discipleship Hub' where young people can gather, grow in faith, and then go, live this out. Alongside this a number of provisions are also being developed, including e.g., a Youth Café and Sports Outreach, where young people have the opportunity to serve, and the Good News is shared.

**St Matthew's Harwell and All Saints' Chilton** are excited to be a part of this partnership, which is an important part of its ministry strategy amongst young people.

Work amongst children, youth, and families is part of the core-mission to which God has called our churches and working with children and young people to grow their faith in Christ is a key priority for Harwell and Chilton Churches, the Trust, and all the Partner Churches.

Our ministry of Christian care and outreach serving families both within the church family and the community at large is both an end in itself and an opportunity to build bridges for the un-churched into the life of the church.

The post-holder, as part of a team, will provide strategic vision for the development of the children's and family work as well as providing leadership for children's work (from crèche up to School Year 6) and work amongst families. This will include the co-ordination, training and support of the volunteer leaders across these areas. The post-holder's responsibilities will include providing leadership and taking responsibility for the planning and co-ordination of Sunday morning groups, the annual church holiday club, and other activities and groups. An important aspect of the role is to liaise with existing groups within the community such as Scouting, the local schools and develop opportunities to connect with young families in the area.

Depending on the skills and experience of the applicant the post could include working with 11–18 year olds.

The post-holder will be based in St Matthew's Harwell and All Saints' Chilton (Partner Churches) and their responsibilities and activities will be divided between the Partner Churches and the wider work of the Trust. The proportion of the post-holder's time and any fixed periods/activities are laid out below.

Section 1 refers to the work of the Trust in the Greater Didcot area, working between Partner Churches and other churches, organisations, and schools.

Section 2 refers to work in the individual Partner Church.

### **Accountability and professional development**

The Children & Families' Worker will be an employee of the Trust and be accountable to their Partner Church Line Manager - the Rector of St Matthew's Harwell with All Saints' Chilton.

The post-holder will also be a part of the Greater Didcot Christian Children and Youthwork team, led by the Lead Youth Worker.

The post-holder will engage with the annual appraisal process and other opportunities for spiritual formation and professional development.

Two weeks of paid Study Leave is provided for training, conferences, retreats, network meetings and personal study in discussion with the Line Manager

Necessary equipment and professional expenses will be provided by the Employer.

## Duties and responsibilities

### Section 1 – 0% Greater Didcot Christian Children and Youthwork Trust

To work in the following areas, in accordance with the strategic priorities and opportunities identified by the Trustees and the Lead Youth Worker

- **Church-based children's and youth groups, clubs and activities**
- **Family-focussed activities and worship**
- **School ministry, e.g. assemblies, lessons, clubs**
- **Community activities, e.g. sport, clubs**

This will include, for example:

- Participating in and contributing to team meetings, devotions, and prayer.
- Planning, preparing, and delivering mission and ministry activities for young people.
- Recruiting, training, supporting, and resourcing volunteers engaged in the work.
- Enabling young people to be active participants in the life of the Trust, through encouraging and nurturing them to be young leaders, and through identifying and creating opportunities for them to serve.
- Communicating about the work of the Trust, for example, providing material for use within online (e.g., the Trust website) and offline platforms (e.g., printed publications).
- Visiting churches to build relationships, and raise awareness of, and support for, the Trust.
- Engaging with any monitoring, recording, and reporting that may be required e.g., for grant-awarding bodies.
- Engaging in reflective practice and learning, capturing and sharing insights.
- Undertaking any other reasonable duties as identified by the Trustees and the Lead Youth Worker.

## Section 2 – 100% St Matthew's Harwell with All Saints' Chilton

Below is a list of activities relevant to the post, but these may be varied – in discussion with the Line Manager – depending upon the experience of the post holder, strategic priorities and other relevant circumstances.

1. To provide strategic direction to and development of the work with children and families
2. To recruit, train, support and resource volunteers engaged in the work
3. To plan and co-ordinate activities including:
  - the curriculum for Sunday morning groups for children and young people
  - Fledgelings group for babies and toddlers and their parents
  - the week-long summer Holiday Club
  - All Age Worship
  - Interactive church services
  - activity days
4. To liaise and work with the existing Job Share Children and Families Work to ensure smooth operation and delivery of work with children and families.
5. To liaise with the local schools and have a role in assemblies, after school clubs, lessons, Prayer Spaces, and visits as appropriate
6. To support parents and families through parenting courses, baptism preparation and follow up and provide pastoral work with children, young people and their families
7. To continue to improve the links with the community by liaison with local groups and organisations, such as Scouts, Guides and youth groups and optimise the interface with the church,
8. To liaise with the Rector, Associate Minister, Safeguarding Officer, and Benefice Administrator as required
9. To acquire and manage resources required for different groups and activities, e.g. craft equipment, stationery, Bibles, and games equipment
10. To organise publicity, record-keeping and administration associated with the above, including use of printed media, the church website, and social media
11. To engage with regular team building, co-ordination and encouragement sessions with all Youthwork Trust employees
12. To undertake any other reasonable duties as designated by the Rector.

## Person Specification

### Christian experience and personal qualities

Essential	Desirable
A committed Christian faith which would enable him/her to share the knowledge and love of God through Jesus Christ on the basis of personal experience	A qualification in child development or ministry
The ability to think strategically about the development of children and families' work in the benefice, the teaching programme and related activities, and develop new ways of involving children in the life of the church, relating to the wider community	Experience in providing strategic direction to children and families' work
The ability to communicate well and to relate to a range of people and situations. Good administrative and organisational skills. The ability to motivate self and others.	Experience of delivering projects involving a range of different people.
The proven leadership and pastoral gifts to act as a leader of those leading the various groups, and to engage with parents and carers as appropriate; the capacity to provide appropriate training and encouragement for the volunteer team members and to recruit new members as required	Experience of leading a team of volunteers.
The ability to communicate Biblical truths clearly, relevantly and attractively to the relevant age groups	Experience in leading worship and musical skill
The experience and creativity to produce and manage resources for a wide range of groups from toddler play groups to parenting courses	Skill in art and craft
The experience of working with primary aged children and their families	Experience of working with secondary aged teenagers
The ability to establish a good rapport with infants and children under five and their carers, and have a good knowledge of infants' needs and the issues likely to be facing their parents and carers	Experience of working with infants and children under five and their carers
The ability to relate well to people from a variety of backgrounds and those in the wider community and the proven ability to work collaboratively with others	To live in the benefice, but if not it would be essential to live close enough to be able to work flexibly
The knowledge of and confidence with IT including experience of widely used Office applications	Experience of managing a budget. Experience in fundraising and writing grant proposals for projects
Disclosure and Barring Service clearance	Full driving licence
Confidentiality, reliability and integrity	