

Families and Community Worker

Job Description

Job title: Families and Community Worker

Overall Purpose of the role: This is an exciting new post at SHCF. We are looking for someone who will develop, our existing ministry to children, and move us on with fresh vision and energy to create a really attractive church community for young people and their families. In this way, helping SHCF fulfil their vision to be a Community Focused Church.

Reporting to: The Elders

Responsible for: Voluntary teams working with children and families within the church

Hours: Normally 20 hours per week.

The nature of the job will require a flexible approach to working hours, including some evening/Sunday work, as mutually agreed with the line manager.

Holiday: 12 days per year, which includes up to five Sundays plus all bank holidays, except Good Friday in respect of which days may be taken in lieu.

Retreat days: One week each year (not to be counted as part of the holiday entitlement)

Salary: £8 600 plus expenses

Contract length: We see this as a long term post, but plan to provide funding for 3 years initially. We anticipate an October 2019 start date. There will be a probationary period of six months.

Preconditions of Appointment: There is a genuine occupational requirement that the post-holder is a Christian and is happy to worship at SHCF. This post is also subject to an enhanced DBS disclosure and satisfactory references.

Closing Date for applications: 13th September, noon. It is envisaged that interviews will be held around the end of September.

Principal duties and responsibilities:

- To develop our existing provision for children & families at SHCF and also to move us on with fresh vision and energy so that we can create a really attractive church community for children and their families, which encourages new people in and also helps keep children as they approach the end of primary school and beyond
- Develop the existing community work and enhance it with further opportunities
- Work with children and their families in church, encouraging them to explore and grow in their Christian faith and become true disciples of Jesus able to share their faith with confidence
- Encourage active participation of children and families in the life and worship of SHCF and help plan and deliver church services and children's groups which are meaningful, lively, enjoyable and accessible for this age group
- To provide pastoral support for children and their families and also volunteers involved in the children and families' ministry at SHCF

- Support, develop and motivate existing leaders/helpers working within the various children's and community groups
- Identify and encourage new leaders/helpers to join the various teams as the work grows and develops
- Develop links with the local primary schools
- Plan and deliver special events for children and families e.g. family services, holiday clubs, Halloween alternatives
- Take responsibility for the communication and advertising of church activities for children and the community in a contemporary and effective way, including on SHCF website
- Understand and implement best practice in children's work, including Health & Safety and Safeguarding policies and procedures and model good practice to others
- Take a full and active part in the life of SHCF, including staff & leadership team meetings
- Any other duties related to the role, which may from time to time be reasonably required

Person specification

Essential

- A Christian who is passionate about Jesus and sharing their relationship with Him and who loves to share this relationship with all generations
- A confident and motivated leader who can motivate and inspire others
- Someone with the creativity and imagination to think outside the box
- Experience of working with children and the community in a church context, whether paid or voluntary
- A good team player who is willing to be 'hands-on' with the practicalities of running activities
- A person who has very good pastoral understanding and sensitivity, and who is able to relate warmly to all ages
- The ability and determination to persevere in what can be a challenging modern culture
- Excellent communication skills with both children and adults, and the willingness and confidence to lead services
- Competent IT user who understands and is willing to use modern social media. Training can be provided where necessary
- Good organisational, time management and administrative skills
- The ability to manage budgets
- Someone with a good sense of humour, who is willing to learn and develop both their own Christian faith, skills and gifting and whose life and character are fully consistent with their Christian faith

Desirable

- Educational qualifications or previous training undertaken in this field
- Musical ability
- A full driving licence

NOTES: This Job Description does not form part of the contract of employment. A comprehensive contract of employment will be issued to the successful applicant, including such details as: notice periods, procedures for sickness absence, grievance and disciplinary procedures.