**JOB DESCRIPTION AND PERSON SPECIFICATION FOR**

**TITLE:**

**EMPLOYERS:**

**RESPONSIBLE TO:**

**REPORTING TO:**

1. **Introduction**

Church is an Anglican church in the evangelical charismatic tradition. With x adults and x children, we are currently focussed on reaching new families with the gospel and helping them to come to faith in Christ and committed involvement in the church. We also wish to become more effective in leading children and youth within the church to become mature and dedicated followers of Christ. As part of all this, we would like to appoint a person with the suitable skills and experience to support our existing team of volunteers and initiate new activities that will help achieve our goals.

1. **General Outcomes To Be Achieved By The Post**

There are many outcomes the church would like to see through the appointment of a Children, Youth and Families Worker, but the 3 main aims are:

1. X
2. .
3. **Current Children & Youth Activities**

At present, Church has the following activities for children and youth:

1. **Key Tasks To Be Involved With**

Initially, we would like the CY&F Worker to:

X

X

x

They may be asked to assist in some of the other activities, according to the time available.

1. **New Children & Youth Activities That We Would Like To Be Initiated And Run**

A key aim of appointing a Children, Youth & Families Worker at Church is to xxxxxxxx

Additionally, we would expect the to xxxxxxx

1. **Key Terms**

Length of contract:

Start Date:

Work pattern:

Holiday:

Salary:

Pension: 5%

Place of work:

Expenses:

Review: There will be a six-month probationary period and annual appraisals. One month’s notice of termination of employment will be required on either side.

Management: xxx will be the line manager and will provide support through regular

contact and team meetings. The role involves working with the ?

to attend some church xxx council meetings and present reports.

Training: Appropriate training will be made available through the Diocesan Children xxx and the additional support of a spiritual mentor will be offered.

Transport:

DBS: A DBS check will be taken up prior to taking the post.

1. **Person specification**

| **Attributes** | **Essential** | **Desirable** | **Method of**  **Assessment** |
| --- | --- | --- | --- |
| Education and  Training | 1. A good standard of written English (GCSE English or equivalent). | 1. Nationally recognised qualification in children/youth work at degree or equivalent level. 2. Safeguarding training. (Will be refreshed once in post). | Application documentation. |
| Experience | 1. Active member of a Christian church. *\* Given the nature and context of the work it is an occupational requirement that the post holder should be a communicant member of the Church of England or a full member of a church within Churches Together in Britain and Ireland in order to fulfil the main purpose of the post. This post is therefore exempt under Schedule 9 of the Equality Act 2010.* 2. Personal experience of a living faith in Christ and the desire to share the gospel with others. 3. Experience in leading children and young people to Christ and nurturing them in their faith. 4. First-hand experience of leading or coordinating activities for children or youth that are appropriate for the context of church and schools. 5. Experience of working within a team. 6. Experience of leading a team. | 1. Experience of working as part of a staff team. 2. Experience of working in a local church context. | Application documentation and interview. |
| Knowledge and skills | 1. A clear understanding of children/youth and principles of children/youth work. 2. Skills in raising up and nurturing teams of volunteers and training them to be effective in children and youth work. 3. Working knowledge and commitment to safeguarding and promoting the safety and welfare of children/youth. 4. Excellent skills in direct work with children/young people. 5. Literate in IT including use of social media and word processing. 6. Good people and communication skills, appropriate for connecting with children, youth and their parents, interacting with the church family and reaching the community. 7. A solid grasp of the Christian faith, knowledge of the Bible and an understanding of how to live as a disciple of Christ. | 1. Specific gift(s) or interest(s) that could be a focus for attracting children/families/youth. | Application documentation, interview and practical exercise. |
| Qualities | 1. Able to speak with sincerity and enthusiasm about matters of Christian faith in an informed, effective and non-judgmental way. 2. Able to relate effectively with a wide spectrum of people, both adults, young people and children. 3. Able to communicate effectively in person and in writing. 4. Able to motivate self and others and to manage use of time. 5. Able to work as part of a team and to follow the leadership of others. 6. Able to lead others and to help them discover and use their gifts. 7. Able to initiate and develop projects 8. Able to present a strong Christian role model in daily life. 9. Able to work comfortably with the evangelical ethos and spiritual emphases of Church church. | 1. Able to set and work to goals without direct supervision. 2. Able to work in a range of social and cultural contexts. | Application documentation, interview and practical exercise. |
| Other | 1. Satisfactory Enhanced DBS disclosure. 2. Commitment to be part of the life of Church church, in addition to employed role. 3. Commitment to engage in professional and spiritual development. 4. Physically and emotionally able to carry out the demands of the work. 5. Willingness to work within the authority structures of the Church of England. | 1. Have access to appropriate transport for travel within the area. 2. Willingness to receive spiritual support from a mentor or mature Christian. | Application documentation and interview. |