



Children & Families Worker for St Swithun's Bathford www.stswithunsbathford.co.uk

Job Description

Title: Children & Families Worker

Employed by: Bathford Parochial Church Council (PCC)

Responsible to: the Incumbent (as line manager) **Based in:** Bathford Parish

Hours of work: 12-18 hours p/w (with reduced hours during school holidays considered)

Salary: 12 - 18 hours per week, £7,488 - £11,232 per annum, plus expenses (£12 p/h)

Holiday: 30 days excluding bank holidays pro rata

Excess hours: Where agreed with the appropriate Line Manager, to be claimed as time off in lieu or a limited number of hours can be paid as overtime

An occupational requirement exists for the post holder to be a Christian in accordance with the Equality Act 2010. See contract for all other terms and conditions of employment

Overall Purpose of the Role

This new role offers a fantastic opportunity to live and share the story of Jesus both in our church and the wider community, to invite children & their families to be part of the kingdom of God, and to discover what God is doing in the lives of children & their families locally and to join in.

We are seeking to employ a part-time Children & Families Worker who is passionate about Jesus and experienced in sharing God's love with children & families.

The Children & Families Worker will build on current work with children & families in the church, the local school and community and have the scope to grow and develop new areas of this ministry. They will also support, encourage and work alongside the existing volunteers and further build the children's work team.

Key areas of responsibility and principal tasks

The scope of this role includes families with children under 12; it does not include work with young people. There are three main foci:

Supporting, discipling & growing children & families linked to St Swithun's

- Work with children & families in church, encouraging them to explore and grow in their Christian faith and become disciples of Jesus
- Encourage active participation of more children & families in the life and worship of St Swithun's, helping to plan/deliver church services & children's groups which are meaningful and enjoyable

Networking in the local community

- Be involved with Friday Toddlers Group, supporting existing leadership, planning future development (possibly Messy Church) & connecting with the families that currently attend

- Network with those leading and attending groups for children in the locality; build links, support them prayerfully & foster spiritual conversations and invitations to faith-based activities when appropriate

Building relationships with parents, pupils & staff at Bathford School

- Be part of the team leading assemblies & help to devise/deliver creative ways of praying/developing Christian spirituality throughout the school
- Build relationships with parents/carers of children attending the school

General requirements

- Support & encourage leaders working with children & families; help identify new potential leaders
- Take responsibility for the communication and advertising of activities for children and families
- Understand, implement & model best practice in children's work, Safeguarding, Health & Safety
- Any other tasks or duties related to the role, which may from time to time be reasonably required and agreed with your line manager

Working procedure & Review

- Reporting to & managed by the Vicar, or if a Vacancy arises, the Churchwardens
- Required to play a full and active part in the life of St Swithun's Church, including attending 4.30pm Sunday services, weekly staff meetings and participating in local networks and training events
- Contractually employed by the PCC for 2 years initially (it is hoped to make this a permanent post)
- All reasonable work related expenses incurred in the discharge of duties to be reclaimed
- An enhanced plus disclosure from the Disclosure & Barring Service is required

This Job Description and Terms of Employment to be reviewed annually by the PCC. This Job Description does not form part of your Contract of Employment

Person Specification

Essential

- A prayerful Christian who is passionate about Jesus & sharing God's love with children and families
- Experience of working with children & families in a church, school or other Christian context
- Flexibility to initiate, lead & also be 'hands-on' with running events & groups as required
- Natural networker with excellent communication & relational skills across all ages
- Confident & competent IT user (currently Office 365, updating website & relevant social media)
- Good organisational, time management and administrative skills
- Have a good understanding of safeguarding when working with children
- Able to build team and develop volunteers providing the support and resource required
- Willing to work some flexible and unsocial hours to meet the requirements of the role
- Sympathetic to the ministry and mission of the Church of England

Desirable

- Qualifications or previous training undertaken in this field
- Creative innovator who nurtures children's spirituality appropriately & imaginatively
- A driver with independent means of transport