



ST MARTIN'S
STOCKPORT

Children and Youth Worker Job description Spring 2021

We are looking for a gifted and skilled children and youth worker with experience (either voluntary or paid) to work on a flexible basis to develop, establish and grow our ministry. The purpose of the role is to support the discipleship of children and young people at St Martin's and to stimulate creative outreach to children and young people in the community. The role will work in close co-operation with the minister and leadership of the church. The role is for 32 hours per weeks.

Objective: To establish and develop the children and youth ministry at St Martin's including developing a team of volunteer leaders.

Responsible for: Overseeing the children and youth ministry at St Martin's and developing leaders to serve in this area. Organising Sunday children's ministry, weekly afterschool children's ministry and less regular children's and youth events.

Context / Location: Initially 32 hours per week to be decided in discussion with the PCC representatives with the possibility of increasing hours in coming years. Office facilities will not be provided and preparation and administration will be from home.

Terms and conditions

A full contract of terms and conditions will be issued to the successful applicant but the following provides a brief overview:

Salary	<i>£15,390 a year paid monthly. This salary equates to a full-time gross annual salary of £19,240 plus pension contribution.</i>
Hours	32 hours per week (to be determined in discussion with the minister).
Holidays	Annual paid holiday entitlement is 28 days pro-rata (equivalent to 22 days for 32 hours per week). Leave should be arranged in advance with the minister, bearing in mind the particular demands of preparation for busy periods in the church calendar.
Probation	There is a 3 month probation period

Key attributes

The nature and context of the role means that for this post there is an occupational requirement for a committed Christian employee, demonstrating full support for the mission, vision and values of St Martin's and also being a member of St Martin's congregation.

Character:

- Seeking to grow in godliness in keeping with the lists for deacons in the NT (1 Timothy 3:8-13)
- Knowledge of and obedience to the Christian gospel and scriptures
- Humble servant heartedness
- Willing to participate fully in the wider life and ministry of St Martin's
- Non-judgmental, impartial and values people of all backgrounds
- Willingness to work flexibly as the role develops

Competence

- The ability to actively engage with unchurched children and young people in the parish and passion to run creative community based youth work.

- Competent Bible handling skills, good at applying the scriptures to daily living and to help young people integrate their life and faith
- Ability to train younger leaders in bible handling and ministry skills
- Ability to provide appropriate pastoral care of children and young people
- Planning and organisational skills including the ability to give clear instructions to others

Interpersonal

- Strong interpersonal and communications skills, being able to engage and communicate effectively with both small and larger groups
- Ability to communicate well with younger and older children and to parents
- An ability to work well in a team, and also to *work well on own*

Management of self and others

- Ability to take initiative and be self-motivated is essential for the role
- Ability to support, motivate and enable others.
- Ability to set clear directions for others.
- Ability to work collaboratively and as an effective member of the staff team and with the church leadership.
- Ability to set own priorities and use initiative to work to and meet competing deadlines and church demands.
- Willingness to learn and take responsibility for own action.

Key responsibilities:

Sunday children's ministry

To oversee and run the Sunday morning ministry for children by preparing engaging teaching sessions, organising teams of leaders and liaising with parents.

Developing children's leaders volunteer team

A key part of the role is leading the volunteer leaders, encouraging them and motivating them to serve together. With the minister this involves thinking and planning for development and training of leaders.

Midweek outreach

As and when is appropriate to develop regular mid-week children's groups to facilitate outreach into the community.

Establishing Youth Group

The formation of a youth ministry and creative, theologically informed approach to Sunday youth ministry.

Helping to run Toddlers ministry

In discussion with the minister the role includes involved with the running of toddler groups at St Martin's and building relationships with children and parents from the youngest age.

Administrative support

Provide general administrative support for all the above including working with the church administrator to ensure that all ministries and volunteer recruitment are in line with our safeguarding processes.

This list of responsibilities is not intended to be exhaustive and is subject to review in consultation with the church minister. The role will naturally develop as new opportunities and responsibilities become apparent.

Key contacts

- Rev'd William Rubie – Congregational minister and line-manager
- The wardens and PCC – Employer
- Church Safeguarding officer – Lucy Davidson

How to apply

Please send your CV ensuring it includes details of the church you currently attend and the notice required in your current employment.

We would also like to you provide a covering letter which includes the following:

- Reflecting on the job description please describe succinctly and honestly, why you would be suitable for this position.
- How do you think you match up to the person profile? What are your areas of strength and what are the weakest matches?
- Would any of the points in the section about contract terms, or anything about the beliefs and culture of our church cause you concerns? If so, what and why?
- Please briefly tell us how and when you became a Christian and what you regard as fundamental to your faith. How does your faith impact your life?
- Are there any special arrangements that you require should you be called for interview?
- Have you ever been convicted by the courts or cautioned by the police for a criminal offence? If Yes, please give details (subject to the Rehabilitation of Offenders Act 1974)

Please could you also give details of three people who would be willing to act as a referee? We would prefer referees who have known you for at least two years, one of whom you should know in a work capacity. For each referee please give details of their name, address, day and evening telephone numbers and the context in which they have known or worked with you.

Please present this information formatted as you see fit.

Finally, please ensure that you have included telephone numbers and any dates which you know you will not be available for interview in the weeks following the close of application.

Please send your completed application by email to will@stms.org.uk and mark your email as 'Confidential.'

Closing date for applications: **Monday 5th April 2021 at 17:00 hours.**

Interviews to be held later in April/May (dates to be confirmed).

Checklist for your application:

- Your CV
- A covering letter answering the questions above
- Details to contact three referees
- Your contact details