



St Mildred's, Lee, Diocese of Southwark  
Job Description  
Children & Youth Worker 2016  
(Full-time)

Job Title:	Children and Youth Worker
Accountable to	St Mildred's Parochial Church Council
Reports to:	Vicar
Starting Salary:	£21 – 24,500; reviewed annually. A house is not provided with the post.
Holiday entitlement:	6 weeks per annum plus statutory days. Our expectation is that the majority of these weeks would be taken in school holiday time.
Training entitlement:	The PCC will agree a per annum budget towards ongoing training once the training needs of the person in post is established.
Hours of Work:	Full time (40 hours/week) including evening and weekends.
Normal Place of Work:	Church and home.

**Overall purpose of the post:**

To oversee and develop the children and youth work of the church, including ministry to church-members and outreach into the parish, with a particular focus on age ranges 7-15.

## **Principal duties:**

- Overseeing the existing children & youth work (for details, see the church website at [www.stmildreds.org.uk](http://www.stmildreds.org.uk)).
- Leading Christ-centred, biblical, prayerful and fun children and youth activities for age range 7-15 years old.
- Building teams and training volunteers to undertake the work.
- Leading and/or preaching at church services where appropriate, especially the monthly All Age Service.
- Overseeing, developing and initiating youth and children's outreach opportunities.
- Building good relationships with local schools by regular involvement through assemblies, lunch clubs, and other activities (where possible).
- Engaging the families of children and young people in discipling their children and in pastoral care.
- Arranging for young people and children to attend weekends away and other events in the wider church (e.g. holiday clubs / national camps etc.)
- Developing your practice of Christian leadership and youth and children's work through further training.
- Liaising with uniformed organisations linked to the church.
- Ensuring the church's Safeguarding Policy is implemented with regard to children and young people.
- Managing the income and budget of the Children and Youth Work.
- In the future the role may develop to include the management of youth and children's workers/interns.
- Such other reasonable duties as the PCC/Vicar may from time to time require.

## **Person Specifications:**

### **Essential**

These experiences, skills and qualities are essential requirements of the post:

- A committed Christian.
- Committed to growing in knowledge and love for Jesus as he is revealed in the Bible.

- Spirit-filled with an active and growing devotional life.
- Demonstrating a developing Christian character.
- Experience of leading in a church-based children and youth ministry.
- At least one year of relevant children and youth work training at a recognised Christian institution.
- Committed to learning as well as teaching.
- Committed to, and enthusiastic about, young people and children's ministry and outreach.
- Ability to manage and train a variety of people including volunteers.
- A good communicator at all levels.
- Ability to teach the gospel to young people and children.
- Ability to relate well to a range of people and situations.
- Strong administrative and organisational skills.
- IT skills strong enough to communicate with young people in ways relevant to them.
- Fun, yet sensitive and respectful.

### **Desirable**

- Ability to be involved with ministry outside of children and youth work.

### **Other matters**

- In accordance with Southwark Diocesan requirements, St Mildred's PCC has adopted the Diocesan Safeguarding Policy
- Regular supervision and pastoral support is to be provided.

The post is subject to an enhanced criminal record check from the Disclosure and Barring Service and two references.

Date: January 2016

Note – this Job Description does not form part of your Contract of Employment.