



**St Mildred's, Lee, Diocese of Southwark**  
**Job Description**  
**Youth Minister**  
**(Part-time)**

Job Title:	Youth Minister
Accountable to	St Mildred's Parochial Church Council
Reports to:	Vicar
Starting Salary:	Salary is £26-28,000 pro rata (£13,867-£14,933) and is paid monthly in arrears and reviewed annually. A pension of 5% of gross salary will be provided. Appointment is subject to proof of eligibility to work in the UK and a full DBS check. A house is not provided with the post.
Starting Date:	Ideally the successful candidate would start as soon as possible, whilst respecting their existing commitments.
Holiday entitlement:	Annual leave is 25 days a year plus bank holidays (pro rata). 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:	Part time (20 hours/week; negotiable) including evening and weekends. Designated work hours preferable.
Normal Place of Work:	Church and home.

**Overall purpose of the post:**

To oversee our youth work (school years 7-13) alongside our volunteer leaders.

### **Principal duties:**

- Overseeing, developing and initiating youth outreach opportunities.
- Running Christ-centred, biblical, prayerful and fun youth activities.
- Building teams, developing and training (or identifying training) for volunteers to undertake the work.
- Working with other church staff members and volunteer leaders regarding the provision of church ministries.
- Leading and preaching at church services where appropriate, including the monthly all age service.
- Building good relationships with local schools (where possible – we don't have a secondary school in the parish) and appropriate local youth clubs/ministries.
- Engaging the families of young people in discipling their children and in pastoral care.
- Arranging for youth to attend appropriate events in outside our church (e.g. conferences, holiday clubs / national camps etc. and fun activities)
- Facilitating the transition of children from the children's ministry into the youth ministry.
- Developing your practice of Christian leadership and youth work through further training.
- Liaising with uniformed organisations linked to the church.
- Ensuring the church's safeguarding policy is implemented with regard to young people.
- Managing the income and budget of the youth work.
- In the future the role may develop to include the management of 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 youth ministry.
- Committed to learning as well as teaching.
- Committed to, and enthusiastic about, youth 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 families.
- 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: February 2022

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