CHILDREN & FAMILY MINISTER : ROLE DESCRIPTION

BACKGROUND

The PCC of St Catherine's Tilehurst are looking to appoint a part-time Children and Family Minister (0.5FTE) to take responsibility for nurturing the children in our community, developing and extending our outreach to children and families in the community and supporting and growing our volunteer team.

It is an exciting time at St Catherine's in which we have seen God leading us from being a church with almost no children to one in which children and families have a notable presence and our connections with local primary schools strengthened. We are looking for someone to play a significant role in leading us to build and extend these opportunities to share the gospel message with children and families and establish St Catherine's as a truly intergenerational church.

JOB PURPOSE

- To lead and develop the growing children's ministry, and help us become a more intergenerational church;
- To lead our outreach connecting with children and families, and to develop and extend that outreach into our community, including our schools;
- To help equip and encourage parents to nurture their children's faith;
- To lead our volunteer team, encouraging, recognising and growing their gifting and adding to their number.

CORE TASKS

Our current understanding of the key tasks is outlined below. However, we recognise there is flexibility as God may direct us in specific directions along the way.
The part-time role places particular emphasis on the importance of prioritisation. The high priority is to progress our current children's ministry and outreach, lead our volunteer children's team and continue our current school's links. Our second priority is to develop our outreach as described below, and our third to equip parents.

Children's Ministry

- Lead and develop the children's ministry on Sunday mornings, encouraging each individual to be a strong disciple of Christ;

- Plan and lead as appropriate our All-Age Services, Special Services (eg Nativity, Christingle) and informal St Cat's Lite outreach services;
- Guide our children to contribute to the life and worship of the church.

Leading the Children's Volunteer team

- Lead the volunteer team, recognising and encouraging their gifts;
- Develop the skills of the team, including the development of leaders;
- Grow the volunteer team through identifying and training up new volunteers.

Outreach

- Develop our existing links with Birch Copse and Springfield schools, working appropriately with Reach;
- Forge links with the Calcot schools and develop and execute plans to become more involved in their activities;
- Work collaboratively with the leadership team to develop new forms of worship that are accessible to children and young families.

Equipping Parents

- Develop and assist with activities to support parents to nurture their children's faith (e.g. Parenting for Faith etc).

General

- Ensure compliance with the Diocesan and Parish Safeguarding policies, ensuring safeguarding procedures are followed, liaising with the Parish Safeguarding Officer and Incumbent as appropriate;
- Attend relevant courses and conferences to learn and gain ideas of new initiatives in children and families' ministry;
- Engage with other children's and family workers in the Reading Area.

WORKING CONDITIONS

Accountable To: The Vicar

Salary: £15,000-17,000 per annum (depending on training and experience) plus expenses and pension). This is a prorated FTE salary of £30,000 - £34,000.

Hours: 20 hours per week, including Sunday mornings and some evenings.
The importance of ensuring these hours do not creep to become full-time is recognised. When these hours are worked will be mutually agreed, including some fixed times in the St Catherine's building.

Holiday: 13 days per year plus public holidays.

Contract: 5-year fixed term 0.5 FTE contract

Resources: Mobile phone and laptop provided

Removal Costs: Up to £2,000 as incurred dependent on current location

Training : Annual Budget Provided for Training

There is an occupational requirement that the Post Holder has a Christian faith under part 1, Schedule 9 of the Equality Act 1010.

An enhanced DBS check will be required.

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Person Specification

	Essential	Desirable
Qualifications		• A relevant qualification in theology, ministry, education or children's work
Vision and Leadership	• Leadership skills to motivate and inspire volunteers and develop their God given gifts • Evidence of encouraging children in their spiritual development	
Experience	• Experience in children and families ministry • Intergenerational worship, worshipping together with a wide age spectrum and learning together • Being part of a church membership and supporting each other in love • Can demonstrate experience of experimenting, for example in reaching out to children	• Supporting children with additional learning needs • Working in partnership with the local community
Knowledge	• Good understanding of safeguarding requirements and their application to children's work • IT literate and its use to support talks • Good knowledge of the bible, and an ability to communicate it to children	
Skills	• Ability to communicate the gospel clearly and faithfully to children and families which connects the Gospel message to their daily lives • Ability to organise workload and prioritise activities • Ability to make and build links with individuals and organisations involved in children and families ministry	• UK Driving licence and means to drive • Musical Ability and able to lead music worship with children • Craft ability and able to lead children's craft activities
Personal Attributes:	• Strong personal faith, deep prayer life with a desire to learn and become more Christ like • Collaborative working, particularly with volunteers • Resilient and ability to remain calm under pressure • Passion to encourage children in their spiritual development • Able to build positive, warm relationships with others, approachable and able to crease a welcoming environment, works collaboratively • Supports a respectful, inclusive team culture	