



Children & Families Leader

Job Description

Title:	Children & Families Leader
Employer:	St James' and St Luke's Church, Glossop Whitfield Parish (Church of England)
Line Manager:	Rev Toby May (Vicar)
Work Base:	The Vineyard (Parish Office)
Work Area:	Glossop (Derbyshire)
Hours:	Part-time. 24 hours per week (including some hours on Sundays and occasional Saturdays). This is the average across the year – more hours will be required in school term-time than in holidays. Exact allocation of the hours to be worked out with the successful candidate.
Remuneration:	£22k - £24k pro rata on a 24/40 basis
Training:	On-going support for training and development.
Holidays:	25 days (pro rata) to be taken in school holidays unless otherwise agreed + 8 Bank Holidays (pro rata)

Job Purpose

To oversee, develop and expand the work of St James and St Luke's Glossop with children aged 0 – Year 6 and their families, within the church, primary schools and the local community, with the aims of...

- The children and families in the church becoming more excited about God and growing deeper in their love for Jesus, such that they want to share it with others.
- The children and their families in our primary schools and town experiencing God's love through our work with them and being inspired to get to know Jesus for themselves.

Main Duties and Responsibilities

To lead and develop all aspects of St James' and St Luke's work with children and their families, including:

1. To develop the vision for children and families work and to promote and implement it within the context of the church's wider vision.
2. To lead, motivate and grow the voluntary Children and Families Team and to be responsible for recruiting and training them.
3. To co-ordinate the church's work with children aged 0 – Year 6 and their families, all of which have some degree of Christian input, including:
 - Oversee 'Kingdom Kids' (children's work on Sundays)

- Run the Tots & Toast toddler Group (Tuesday morning)
 - Oversee Karibuni toddler group (Wednesday morning)
 - Take regular assemblies in our two church primary schools and to host whole school special services or events - eg Christmas, Easter, Y6 Leavers etc
 - Play a key role in Messy Church for families
 - Lead parts of all-age Sunday services
 - Run termly, annual or one-off events for families eg Light Night Party or Fun Days
 - Support community events that the church participates in or organises (carnival, inter-church festivals etc)
4. To develop new ministries including:
 - Starting lunchtime or after-schools clubs in our two primary schools
 - Working closely with Growth Groups and others within the church to develop and deliver a co-ordinated programme of outreach events for children & families
 - Co-ordinating a programme of visiting families who take part in church-run activities – including support for baptism/thanksgiving preparation and follow-up
 - Identifying and implementing new opportunities to grow our work with Children & Families.
 5. To offer pastoral care for children and build positive relationships with parents/carers and the children’s work team
 6. To promote the spiritual development of children and their families in the church, including helping children to be integrated into the church community and acting as a voice for children and families in church affairs.
 7. To encourage parents/carers to explore faith and to support them in growing in discipleship
 8. To work closely and effectively with other staff, leaders and church members – in particular, to work with the youth leader to enable the best possible transition into youth work at year 6/7.
 9. To undertake administration, communication, networking and publicity as required for children and families work – including via social media and website updates
 10. To agree and oversee the budget for Children & Families’ work and to ensure the availability of necessary teaching material and equipment.
 11. To uphold St James’ and St Luke’s policy on Safeguarding across our Children’s work and to adhere to relevant health & safety and insurance policies and procedures.
 12. To undertake from time to time other tasks, as required, in line with the needs of the parish.

The post-holder will be expected to **worship** weekly at this church throughout the term of the appointment (except when on leave).

As a church, we support staff members in developing their skills through relevant on-going **training** when appropriate. Depending on the successful candidate’s skills, we may offer a relevant training course during the first few months or year of the post.

There are **opportunities** for the post-holder to use other gifts that they may have in the life of the church –not to just be ‘The Children & Families Leader’ and we will encourage the use of these gifts.

In addition to support provided by the church, we would encourage the post-holder to find external support through local or national networks.

Experience & Qualifications

- Essential:
 - a. A regular worshipping and active member of a Christian church for at least the last 3 years.
 - b. Recent experience of regularly leading children's work in a church context
 - c. Computer literate – competent in the use of Microsoft Office & email.
 - d. Clear enhanced CRB disclosure

- Desirable:
 - a. Relevant experience of Christian work with families
 - b. Relevant qualifications in children & families work or schools work
 - c. Experience of working in schools
 - d. A full driving licence

Person Specification

We are looking for:

- An evangelical Christian who is clearly committed to seeking and serving God as their top priority, living a lifestyle that promotes the vision and values of the church and sets a good Christian example to children and their families.
- An enthusiasm for sharing the gospel with children and families in word and action, and inspiring and supporting them in growing as disciples of Jesus.
- Someone who is comfortable working within a church of evangelical tradition within the Church of England and is committed to being involved in the corporate worship of this church (both St James' & St Luke's)
- An effective and confident communicator
- A leader who is respected by others and can inspire and grow a team of volunteers (with a wide range of experience) and share responsibility effectively.
- The ability to work both as part of a team and under their own initiative, whilst being accountable – responsible and responsive to supervision
- A willingness to serve and to build relationships with both children and adults
- An understanding of, and commitment to, the needs of children and their families
- Creativity and innovation
- A sense of humour

There is a Genuine Occupational Requirement (GOR) that the post-holder is a committed practising Christian.

We take safeguarding seriously. This appointment is also conditional upon receiving a satisfactory enhanced DBS Disclosure.

St James' and St Luke's Church, Glossop (Whitfield Parish) –The Context

www.whitfieldparish.org

Glossop is a market town of around 30,000 people on the edge of the Peak District National Park. It is only 30 minutes by train into Manchester as well as being at the end of the A57 Snake Pass to Sheffield. Much of the parish is easily accessible by foot and bicycle as well as car.

Glossop is a town with a strong sense of identity. Local shops and small businesses can be found alongside the usual High Street brands and the town has four supermarkets to choose from. There are a varied selection of restaurants, public and privately owned leisure centres and gyms, a swimming pool and theatre, as well as the proximity of the facilities of Manchester.

The parish and Glossop have a good social mix in terms of socio-economic groups. There is a range of housing – from areas of significant deprivation in council/ex-council estates to traditional stone-built terraced houses popular with young families through to more affluent properties. Around two thirds of people grew up in the town or nearby and about one third of the population commutes between 10 and 25 miles to work. There are lots of opportunities for mission.

The parish includes three primary schools, two of which are Voluntary Controlled CofE schools. We also work in two other primary schools within the town as well as the main secondary catchment school, Glossopdale, which has just moved into a brand new building on a single site nearby in Hadfield. A bus also travels from Glossop to the Blue Coat CofE Academy in Oldham.

St James' & St Luke's is a lively evangelical church in the heart of Glossop with Bible-based teaching, open to the work of the Holy Spirit, with a strong family emphasis and a vision for growth. We are an ordinary group of all kinds of people living and learning to be followers of Christ, with a vision to 'reach and transform our town with the love of Jesus'. We are seeking to grow upwards (loving God), inwards (loving one another) and outwards (loving our town).

We are part of the Church of England (Whitfield Parish) at the northern edge of Derby Diocese. We have two church buildings – each approximately 400 metres on either side of the High Street – as well as a community centre, The Vineyard. About 200 adults and 30 children/young people come each Sunday. We have recently started a regular Messy Church, which is attracting around 100 people to each session.

Whilst being Church of England, we are influenced by movements such as New Wine, Spring Harvest, Soul Survivor and Alpha. Our vicar has been in post since Summer 2018, having previously been a vicar for 12 years in Cheshire.

The Vineyard Community Centre has recently been refurbished and its use is increasing as opportunities to serve the community develop. It provides excellent facilities for use by church and community, including office space and dedicated rooms equipped for youth and pre-schoolers.

The church is very active with a high level of participation from many members. There are two Sunday services each week – 9.30am at St Luke's is a little more traditional and reflective, whilst 11.15am at St James' is more contemporary. Both are relatively informal and music is led by a worship band. There are currently all age celebrations and children's work at both churches.

We strongly encourage people to be part of 'Growth Groups' (aka cell/home groups) and to use their gifts in the life of the church. Some groups are mixed, others are more specific. For the community, we run regular Alpha courses, two toddler groups, two drop in cafés, CAP money course as-well as running town-wide events such as an Easter Peg Hunt in the local park and carols in the town square at Christmas.

Our work with **children and families** is outlined in the job description above. For the last 4 years, this work has been led by a part-time leader who has developed the work considerably, supported by an enthusiastic team of around 25 volunteers (some with professional expertise). However, she has been called by God into ordained ministry and is leaving this summer to start her new role elsewhere. She is keen to help the new leader with a smooth transition so will be available to offer help and advice for an initial period, depending on start dates. We are excited by the potential for further growth!

We also have a good history of **youth work** in the church and we are looking forward to developing this further as we recruit a new part-time Youth Leader to start alongside our new Children & Families Leader. We also employ a part-timer Parish Operations Manager. All these staff are based at The Vineyard centre, so it will be important that the successful candidate works well as part of this team.

We hope that this profile has inspired you. We are excited about this stage of growth as a church within our community and look forward to sharing that journey with the successful candidate.

To get a better feel for the church, please have a look round our website at www.whitfieldparish.org

How to Apply

If you would like to apply for this post, then please send a current CV with a covering letter explaining your interest in the job to Rev Toby May at toby@whitfieldparish.org Please include 'Children & Families Leader' in the email subject.

Please also include details of 2 people who will give references for you – name, address, phone number & email address. At least one of the two should be a leader in a church (ideally a minister, but otherwise a youth leader, churchwarden etc)

If you'd like to have a chat with us about the role, then you can give us a call on 01457 891468 – although the office will be closed from 21-27th April.

We need to receive your application by Monday 29th April 2019.

Interviews will be held on Sunday 12th May 2019.