

Highnam Benefice, and Leadon Vale Benefice.  
in the Diocese of Gloucester (Severn Vale Deanery)

## Children and Families Worker

***Thank you for looking at this job!***

Do you have a passion to bring the Gospel message to the next generation?

For this new post, we are seeking a project leader to bring innovation and inspiration to help us develop our current work with children, young people and families in the local communities and schools. You will be working in partnership with the Highnam group of parishes (close to Gloucester) and the Leadon Vale group, (based around Dymock and Redmarley).

Full time post with flexible hours, including some evenings and weekends.

Salary £20,500 per annum

Closing date for applications is 2<sup>nd</sup> September

Interviews will be held on Friday 13<sup>th</sup> September.

Post to start as soon as the successful candidate is available.

For details of the role and job description see

[www.gloucester.anglican.org/about-us/vacancies](http://www.gloucester.anglican.org/about-us/vacancies).

To apply please send a full CV and covering letter, and contact information for 2 referees, one of whom should be a church leader or member.

And/ or for an informal conversation please contact Rev Helen Sammon.

[vicar@highnamchurch.org](mailto:vicar@highnamchurch.org) 01452 306433.

<b>Job Title</b>	Children and Families Worker <sup>1</sup>
<b>Salary and Hours</b>	37.5 hours /week. <sup>2</sup> Salary £20,500 per annum
<b>Reporting to</b>	The Priest in charge of the Highnam Benefice. <sup>3</sup> who will represent a joint management group across the two Benefices.
<b>Location</b>	The two Benefices of Highnam and Leadon Vale, within the Severn Vale Deanery. <sup>4</sup>
<b>Terms and conditions</b>	<ul style="list-style-type: none"><li>● Flexible working pattern, at the discretion and management of the employee in discussion with their supervisor. It will be necessary to be available for evening and weekend commitments as necessary. At least one day per week free of all responsibilities.</li><li>● All agreed reasonable working expenses to be reimbursed.</li></ul>

	<ul style="list-style-type: none"> <li>● Travel expenses from place of work to be reimbursed (current rate 45p /mile)</li> <li>● 5.6 weeks statutory annual leave entitlement, inclusive of Bank Holidays.</li> <li>● Opportunities for study and further training.</li> <li>● Time allowed for supervision and peer group support / networking.</li> <li>● The successful applicant will provide their own accommodation and transport.</li> <li>● Appointment will be subject to satisfactory references.</li> <li>● Appointment will be subject to satisfactory Enhance DBS certificate</li> <li>● Appointment will be subject to satisfactory 3 month probationary period.</li> </ul>
<b>Date of issue</b>	July 2019

*Note 1. The title ‘worker’ has been used for ease of understanding, but the role is seen as one who is prepared to join in, build relationships, lead and enable.*

*Note 2: The time will be divided equally, yet flexibly, across the two Benefices. It is not expected that a pattern of particular days in each Benefice will be possible, owing to the variety of activities. The post holder will be responsible for ensuring that their time is – at least over a period of a few weeks – equally shared, and that travelling between and within the Benefices is kept to a reasonable minimum .*

*Note 3. The employee will initially report to the priest in charge of Highnam Benefice. This may be negotiated following the appointment of a new incumbent to Leadon Vale.*

*Note 4. The ‘place of work’, i.e office base, will be negotiated with the employee, and will depend on whether it is appropriate for them to work from home, or where alternative office space can most suitably be found.*

**Context of the Post.**

The post is set in the two neighbouring Benefices of Highnam (4 communities, 2 schools); and Leadon Vale (9 communities, 4 schools). These are small rural parishes (with the exception of Highnam which is closer to the city, with a population of over 2000 and a substantial new housing development). Each community has a church building, and the expressions of church mostly of traditional Sunday worship. There are some small Sunday schools and regular family services in some of the churches, although few regular families attend usual Sunday worship.

There are good relationships between the churches and local schools, and encouragement from all the head teachers for further involvement. In the Highnam Benefice (Highnam - Church school and Tibberton -community school) these links have been well developed over the past few years with weekly Collective Worship, an after school club, Messy Church, school church visits and services, and class room involvement, as well as ‘Little Church’ in two villages for toddlers and parents. In the

Leadon Vale there is an Open the Book team, a Sunday school in Dymock, work and a after school club, and a desire of the schools to engage further with the churches. There are also other areas of engagement with children and young families of the communities, of note through a widespread baptism ministry, uniformed groups and sports clubs. All of these have potential for further development.

**Overall Purpose of Post**

*Summary : to help the churches develop their engagement with children and families in the local communities, particularly through the schools, building on existing links and developing new means of outreach, working in partnership with the church members.*

- Gain an overview of all our ministry with children and families, giving us an overall strategy and vision, within each Benefice, and across the two Benefices, and to bring fresh vision and ideas.
- Join in the activities and events already happening, particularly through having a visible presence in the schools, and taking time to build relationships with the children and families we meet.
- Develop effective communication channels with young families, particularly through appropriate use of social media.
- Develop our teams of volunteers; to enable and equip people for leadership.
- Look to develop new aspects of our ministry, working with church members, and seeking to further the links between local schools and churches.
- To network and co-ordinate work with children and families colleagues in the Deanery.

<b>Job Description</b>		
	<b>Responsibilities and Accountabilities</b>	<b>Nature and Scope of Role</b>
1.	To show and share the love of God in all encounters and activities	By being a committed disciple of Jesus, with a passion and joy in their personal faith and a desire for others to know God’s love.
2	Have a visible presence in our schools so as to build relationships with staff, children and parents.	Initially by joining in the activities already taking place, together with the members of church teams who are involved. Eg Collective worship; Open the Book; Messy Church; after school clubs, as well as attending school functions. To find other informal as well as specific ways to have a visible presence and become known to a wide group of children and families.
3	To engage with the church congregations so that they understand the ministry and are	To attend some church services and other church related activities in both Benefices, so as to meet members of the congregation and build relationship with them. Presence at Sunday worship however not

	encouraged and inspired to join in.	to take precedence over the primary focus of the role with children and families
4	To work closely with the head teachers of the schools, in reflecting the vision and Christian character of the school.	To seek to understand the vision and values of the schools, and explore how these can be further expressed in our church-school activities.
4	To build sustainable relationships with parents and families of the children of the schools and communities.	Through informal conversation, and by developing communication networks : specifically exploring appropriate social media platforms whereby people can connect with each other and the church.
5	To help children on the next steps of faith development	To understand children's spirituality, and develop our current activities to intentionally enable faith development. To develop the next steps of this journey : eg after school clubs growing from CW themes and/or Pulse games; deeper engagement through Messy Church; opportunities arising from the ActiveRE programme.
6.	To give Yr 6 children leaving primary schools the tools to continue in their faith as they make the transition to secondary school.	Develop particular work with Year 6 children, to help them relate the faith they have learnt at primary school to their life situations. Consider Yr 6 / 7 group and/or activities which would enable the young people to continue meeting in a safe environment where they can express and explore faith. To work closely with the (proposed) chaplain at Newent secondary school.
6	To enable parents and families in their faith development	Linking parents who are interested to develop their faith with church discipleship courses such as Alpha; and to church worship and fellowship. Explore possibility of parent groups growing from Messy Church ; further communication and engagement with Baptism families and follow up events.
7	To enable current, and new volunteers to grow in leadership gifts and skills so developing sustainable ministry	Join in current activities, building trusting relationships with those in leadership and those helping. Discern where leadership can and needs to be developed and take steps to give informal and formal leadership encouragement and training.
8	To encourage the links between church, school and young families.	To encourage new ways of school and church to worship together. To look for specific ways to involve children and their families in innovative church worship and equip church members in their openness and welcome. With church leaders to aim towards regular worship that is genuinely 'all age' and represents the breadth of the community.
9.	Develop an evolving vision for our work with children and families, in conjunction with the local church visions and the	Gain an overall understanding of the current work, what is naturally developing and what is the scope for the future. Work closely with the incumbent(s) and leadership teams of each Benefice, and head teachers, in forming a forward looking, dynamic vision.

	wider Diocesan LIFE vision.	
10.	To work with the Diocesan Children and Families officer, and Diocesan Education department; and to network with other workers in similar roles throughout the Deanery and Diocese	Through being involved with Diocesan structures, and through active networking with other local children and families workers - to share good practice, vision and ideas, participate in joint initiatives, and to give mutual support and encouragement.

Generic Responsibilities	
1	To ensure that all health and safety instructions (including safe guarding and data protection rules) are followed and that care is taken to ensure safety for self and colleagues, reporting concerns immediately
2	To undertake as requested other duties as may reasonably be expected
3	To ensure the highest standards of safeguarding practice

**\*This post carries an Occupational Requirement for the role holder to be a practising Christian under the Equality Act provisions.**

## SUPPORT

The employee will work closely with the teams of volunteers from the churches currently involved in Children and Families work; and with the head teachers and staff of the primary schools.

The employee will receive regular line management by the vicar of one of the Benefices.

The project will be led by a management team representing both Benefices.

The employee will be encouraged to take opportunities for study and further training, in discussion with their line manager, to further their skills and confidence.

The employee will be encouraged to network with other local Children and Families workers, and with the Diocesan Children and Families Officer.

Office equipment will be provided, and telephone / internet costs paid.  
All travel expenses for the work will be paid.

There will be a prayer support team for the project.

## PERSON SPECIFICATION

Attributes	Essential	Desirable
General	<p>Personal Christian faith, and a passion to share the gospel.</p> <p>Demonstrable commitment to Christian disciplines of prayer, bible reading and fellowship. Active involvement in church life.</p> <p>Able to respect confidentiality and respond appropriately to needs and concerns.</p> <p>DBS enhanced clearance. Knowledge of safeguarding principles and practice.</p> <p>Holder of a full UK driving license and own transport.</p>	<p>Understanding of the Church of England, and its role in rural communities</p> <p>Previous safe guarding training.</p>
Qualifications and Training	Satisfactory basic education	Higher education

Experience	<p>Demonstrable experience of working with children and families in a Christian context.</p> <p>Understanding of primary education and child development.</p>	<p>Experience of children's leadership in church.</p> <p>Experience of working in a primary school setting.</p>
Knowledge, skills and abilities	<p>Appropriate administrative skills</p> <p>Computer skills necessary for preparation work, presentations and communication; and social media skills.</p> <p>Able to work on own initiative, and to organise time effectively.</p> <p>A team worker, with a genuine understanding of the gifts of other people. Ability to develop volunteer roles, and supervise members of the teams.</p> <p>Able to work with existing ventures within church, schools and community.</p> <p>Some specific gifts to bring to the role : eg sport, music, arts.</p>	
Personal Qualities	<p>Leadership gifts and the skills to develop leadership in others.</p> <p>An encourager and an enabler.</p> <p>Openness and warmth of personality.</p> <p>Ability to communicate, and to relate well to people of all ages.</p> <p>Enthusiasm, and a sense of 'youthfulness'</p> <p>Creative and innovative gifts.</p>	<p>Experience in a leadership role in a church, or other Christian context.</p>