

## Assistant Team Leader at Pathway

Pathway is looking to recruit a new team member to support the Team Leader. One specific focus will be on maintaining and strengthening the schools-based clubs, but he or she will also be involved in developing the wider ministry of Pathway.

### About Pathway

Pathway is a Christian Charity that seeks to support local Churches in their outreach to children of primary school age. Pathway is based in North Finchley and operates in the London boroughs of Barnet, Enfield and Haringey. We work with local churches in taking Christian assemblies in primary schools and running school based Christian clubs. We also offer and deliver a range of RE lessons and workshops to primary schools.

We visit between 50 and 60 schools each half term and have contact with over 15,000 children regularly.

### Pathway structure

Pathway is a registered charity and is run by a board of 9 Trustees, all of whom are volunteers. The Trustees meet regularly to ensure the smooth running of the charity and to make decisions about the ministry that Pathway undertakes. The Pathway Trustees employ a full time Team Leader who oversees the day to day running of Pathway. They also employ a part time Administrator and part time Church partnership co-ordinator who are managed by the Team Leader.

Pathway seeks to work closely with and support the work of local churches. Several people from these and other supporting churches are Pathway Associates who volunteer with Pathway and attend half termly team meetings. Pathway Associates input into the content of assemblies. Other Pathway volunteers are referred to as Pathway 'Partners', they may do assemblies, help with clubs or help in the Pathway office.

Pathway operates a ministry training course (MTC). Students of all ages are able to have a year being trained in schools ministry. Pathway have a strong relationship with GVS (Global Volunteer Services), a German organisation which sends German young people all over the world to do a gap year in Christian ministry. Most years we have one or more German students from GVS on our MTC.

Pathway are looking for someone with:

- **The ability to deliver school assemblies and lessons.**
- **The ability to teach the Bible to children and a commitment to the importance of doing so.**
- **The ability to source or plan a Bible-based club's curriculum and to train/oversee volunteers in Bible teaching.**

**Training will be given in all other aspects of the role if needed. We see this very much as a training role, where the successful candidate will be trained in all aspects of the Ministry of Pathway.**

### Job Description

#### Clubs

To oversee all Pathway clubs.

Ensuring:-

- all aspects of club administration are carried out,
- that all clubs are adequately staffed, recruiting volunteers where necessary.
- that Bible teaching in the clubs is to a high standard.
- that clubs are run safely and that the appropriate risk assessments are in place.
- that all volunteers are DBS checked and safe to work with children.
- that clubs are fun and that children enjoy them.

Devising or sourcing a curriculum for the Bible teaching and training volunteers in teaching the Bible where necessary.

### **Assemblies**

To deliver assemblies to a high standard, including learning the script and rehearsing with other team members as appropriate.

### **Lessons**

To deliver lessons as required in consultation/collaboration with the Team Leader. Ensuring that they are safe, fun and that the Bible is taught clearly and appropriately for a classroom setting.

### **Team Management**

To assist the team leader in managing the staff and associates' team - including helping to arrange and run associates' meetings. Helping to devise and arrange team training. Pastoring and mentoring students and staff members as appropriate.

To assist the team leader in devising or ensuring that appropriate and high-quality training is given to MTC (Ministry Training Course) students. Assisting the Team Leader in arranging a mission trip for MTC students.

### **Communication**

Attend and report to the Trustees at Trustee meetings.

### **Church partnerships**

To visit churches if required with the Church Partnership Co-ordinator to promote the work of Pathway and showcase our work.

To assist the Team Leader in thinking about this area strategically so that more churches are supported and involved in reaching out to unchurched children.

### **Holiday Clubs**

To assist the Team Leader in facilitating churches to run Holiday clubs and other church-based activities as appropriate.

### **Pathway Equipment**

To assist the team leader in ensuring that all Pathway office and other equipment is working and fit for purpose. This will involve problem solving and sorting out IT issues or arranging appropriate repair or replacement.

### **Website**

To assist the Team Leader in ensuring that the website is fit for purpose, clear and up to date.

### **Travel**

The job involves frequent travel to schools in the North London area so you will need to be able to drive and have your own car. The cost of work related travel is remunerated.

### **How to apply**

If you have questions or want to know more please contact Niki Evans, Chair of Trustees on 07806 561336 or 0208 444479, [evansn10@btinternet.com](mailto:evansn10@btinternet.com)

or Darren Chubb, Pathway Team Leader on 07956 819580 or 0208 343 7584  
[darren@pathwayonline.co.uk](mailto:darren@pathwayonline.co.uk)

We would be happy to meet with you for an informal chat before you make your application.

Please apply in writing by Friday 29<sup>th</sup> Nov. Please send a hand written covering letter detailing relevant previous experience and telling us what you think you would bring to this role. Please include your CV.

Our website is at [www.pathwayonline.co.uk](http://www.pathwayonline.co.uk)

Our address is Trinity Church Centre, Nether Street, London N12 7NN