

JOB DESCRIPTION

Job Title: Outreach Worker

Employer: Egremont Methodist Church

Start Date: To be agreed

Location: The employee will establish a presence at The Meeting Place and also work from home

Responsible to: Line Manager appointed by the Church Council

Purpose and Objectives:

To support our Church Mission and Priorities in:

- Increasing our engagement with our current user groups
- Developing existing relationships with children and their parents
- Identifying new mission opportunities in the community and using them to build new relationships
- Extending our use of The Meeting Place facilities and our strong hospitality skills

Through:

- Attending/assisting relevant sessions/activities of our user groups on behalf of the church
- Helping to plan and run church events or special services to which all user groups can be invited
- Helping to run children's activity sessions
- Identifying and making use of local & national secular events as opportunities for engagement
- Pioneering new initiatives to bridge the gap between our church and those in the local community that we don't usually reach

Main Responsibilities

- To build links between Egremont Methodist Church, the church user groups and the surrounding community.
- To be the first point of contact for current/potential user groups.
- To build on and support existing mission opportunities in the church e.g. children's crafts, coffee mornings and social events.
- To identify new mission opportunities, and plan and develop relevant outreach activities.
- To connect with the community and help make the church relevant to them.
- To work where appropriate with the church volunteers, Circuit Children's and Families worker, the Deacon and Superintendent Minister.
- To become a known representative of our church in the local area.
- To maintain and build upon our reputation as a friendly and welcoming church.
- To refocus the missional emphasis of our church where necessary, by considering change/extension of current activities and creating new ones in co-operation with the church Mission Meeting.
- To undertake other duties and responsibilities, identified by the line manager as within your capabilities and level of responsibility.
- To attend training courses as required by the Methodist Church or deemed relevant by the line manager and put learning into practice.
- To take opportunities to nourish and develop own faith journey in order to be relevant to others at different stages of their journeys.

Administration:

- To update the church Facebook page regularly with appropriate content
- To attend and report to Church Council meetings and the church Mission Meeting

- To keep adequate records of work undertaken
- To maintain details of contacts in accordance with GDPR requirements
- To become familiar and comply with the relevant procedures and policy of The Methodist Church

We are looking for:

- A committed Christian with excellent interpersonal skills and a desire to play an active part in the life of our church
- Someone with vision who can establish a link between faith and the everyday lives of those in the community
- Experience of practical outreach work
- An ability to work alone, organising and motivating self and others as necessary
- Someone with the skills and ability to work with all ages and who can recognise mission opportunities as they arise
- A willingness to work with members of our church and with Circuit staff
- The ability to sometimes work from home and to have some flexibility in working patterns
- A willingness to work ecumenically with our Anglican and Catholic neighbours in the local area
- Confidence using social media effectively (Facebook as a minimum)

There is an occupational requirement for the post holder to be a practising Christian in accordance with schedule 9 of the Equality Act 2010

Summary of terms and conditions

- This is fixed term appointment for 3 years, after which funding ceases.
- The salary is £19,000 - £21,450 per annum for a 37.5 hr week (pro rata for part-time), depending on qualifications and relevant experience.
- There is a contributory pension scheme to which eligible employees will be automatically enrolled.
- Normal working pattern: 37.5 hours per week or part-time (minimum 25 hours per week), to include some evenings, weekends and public holidays.
- A five day week with two days off each week, pro rata for part-time. Final schedule to be mutually agreed in light of the job requirements.
- Annual leave: 33 days including public holidays, pro rata for part-time.
- Opportunities for relevant training
- All reasonable expenses will be reimbursed subject to prior authorization.
- Appointment will be subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) check.
- Appointment will be subject to satisfactory references one of which should be from your current Minister/Vicar.
- Appointment will be subject to the satisfactory completion of a four-month probationary period.

