

# St Mark's Church Holbrook

## Job Description

<b>Job title:</b>	Youth and Children's Worker
<b>Contract type:</b>	Permanent
<b>Salary:</b>	£25,000-£26,500 per annum (pro rata)
<b>Holiday entitlement:</b>	28 days per annum (pro rata)
<b>Reporting to:</b>	The Vicar of St Mark's Church
<b>Hours:</b>	25 hours per week, including 9.30am-12.30pm Sunday mornings
<b>Working arrangements:</b>	Contractual hours to be worked Monday to Saturday at the discretion of the postholder in agreement with their line manager in the fulfilment of their duties. Specific working hours on Sundays are outlined above.

### Job context:

St Mark's Church is passionate about reaching out to young people so that they may know the love of God in Jesus. We are seeking a suitable applicant who will make St Mark's Church their home, and as a member of the worshipping congregation develop our existing work with young people and pioneer a new young people's ministry in our community.

This is a leadership role for someone with a desire to see young people and their families encounter God and grow in relationship with Him. We desire to give as much freedom and flexibility to develop this ministry as is possible and this role can be shaped as a member of, and in partnership with, the Leadership Team at St Mark's.

St Mark's currently has about 50 children who regularly attend the current Sunday morning groups; their ages range from pre-school up to Year 11:

Scramblers (pre-school children to Foundation Year)  
Explorers (currently 2 groups covering Yrs1-4)  
Pathfinders (Years 5-6)  
CYFA (Christian Youth Fellowship Association – Years 7-11).

We are looking for someone to support and develop this ministry and to expand the scope of this work. In the coming year a new secondary school will be established north of the Horsham bypass in the area where the church has been tasked by the Diocese to establish a new worshipping community. The post-holder should have a passion for youth and children's ministry and be able to develop links with this new school and our 2 local primary schools with a view to creating a new youth group.

### Job purpose:

1. To help develop and spearhead the ethos, vision and strategy for St Mark's engagement with the youth and young people in the local and church community as part of and in partnership with the church's Leadership Team.
2. To oversee and lead the discipleship, growth and development of young people at St Mark's, through the Sunday programme, outreach initiatives, trips and other activities.
3. To develop existing and establish new community links in order to enable ministry with young people in the Parish with a view to establishing a new community youth group.

## **Main responsibilities**

1. Oversight of Sunday morning young people's ministry
2. Development of existing young people's ministry
3. Be involved in church away weekends and lead youth away weekends
4. Spearhead community engagement with young people
5. Actively participate in special services and events

## **Overarching responsibilities**

- Be part of the regular worshipping community of St Mark's.
- Be part of and accountable to the Church Leadership Team as we seek to be faithful to the Lord's guidance in building the Kingdom of God in our Parish.
- Nurture, disciple and equip young people to be effective Christians amongst their peers and help them take their place as full serving members of the church.
- Determine and implement a strategy and programme for youth and children's ministry that is sustainable in the long term, ensuring effective communication of the programme details and activities to the Church Leadership, particularly the Vicar, Churchwardens and the Parochial Church Council (PCC).
- Be the general point for contact for church members in relation to young people's ministry.
- Attend church meetings as deemed necessary by the Vicar.
- As a member of the Leadership Team share the responsibility for identifying and supporting volunteers for this ministry.
- Ensure child protection procedures are followed and that the safeguarding of young people is paramount.
- Liaise with the Safeguarding Officer to ensure appointments, structures and ministry with young people strictly adheres to the latest Diocesan and national safeguarding guidance.
- Liaise with Church Administrators, Leadership Team and the PCC as appropriate when organising events or activities off-site.
- Liaise with Church Administrators in the organisation of publicity for events.
- Develop and build strong relationships with external links e.g. schools and other youth organisations.
- Maintain an awareness of the opportunities in the region to enhance young people's spiritual lives.
- Undertake any appropriate training including any Diocesan Youth Worker training and support days.
- Undertake administrative work as required in respect to the ministry of Youth and Children's Worker.

**An enhanced disclosure from the Disclosure & Barring Service will be required for the post-holder.**