**Job Description**

**Job Title:** Children and Young People Pastor

**Location:** Bolton Methodist Circuit

**Employed by:** Bolton Methodist Circuit

**Responsible to**: The Superintendent Minister

**Working relationships**: Circuit staff team, local churches and Circuit Leadership Team

**Responsible for**: Leading and enabling Mission with Children and Young People across the Bolton Circuit – both in churches and selected schools.

**Purpose and Objectives:**

We are looking for someone who will develop our youth and children’s work. This should be by teaching our C&YP (Children and Young People) the values of God’s Kingdom and what it means to be a disciple. In addition, to building strong and appropriate relationships with them; encouraging and managing the relevant C&YP Councils; identifying and training up new leaders; enjoying playing a full part in our churches’ lives; fully engaging with our local Methodist primary school and other schools, and looking to develop new opportunities for mission among unchurched young people. We will also be open to investigating other areas of study or training if appropriate.

**Main Responsibilities:**

We have produced details of the way we feel that the work with children and young people in the Circuit should be growing and developing. These are attached to this document. Fundamentally we are looking for someone to be responsible for this area of work within the life of our Circuit. Based on that, the following Job Description has been produced.

**Youth Work**

* Responsibility for the oversight and support of Christian teaching and pastoral care of young people across the Circuit, including developing one-to-one work, and other ongoing discipleship strategies.
* Creating and enabling a Young People’s Council for the Circuit
* Initially being involved with, and then leading, the Circuit Summer Camp. This will initially be to attend the Youthworks Satellite’s Festival in Peterborough in August 2021.
* Building, supporting and training the leadership team of the youth groups around the Circuit.
* Encouraging outreach opportunities.
* Organising regular social activities for young people across the Circuit.
* Facilitating prayerful support for the work.
* Maintaining and developing links with the CLT, parents and carers.
* Liaising with other local youth workers and participating in Circuit and town-wide youth events.

**Children’s work**

* Responsibility for the oversight and support of Christian teaching and pastoral care of children across the Circuit.
* Creating and enabling a Children’s Council for the Circuit
* Organising a programme of activities and sourcing teaching materials for the volunteer leaders.
* Building, supporting and training the different children’s group leaders.
* Facilitating prayerful support of the work.
* Maintaining and developing links with CLT, parents and carers.
* Liaising with local primary school (including a Methodist Primary School) to build links and offer support during the week. Taking the lead in organising weekly assemblies, lunchtime and/or after school clubs etc…

**General**

* Playing a full part in the staff team.
* Being involved in the leading of worship as required.
* Analysing the overall provision for children and young people in the Bolton Methodist Circuit, and in conjunction with the staff team, taking responsibility for its further development.
* Responsibility, in conjunction with leaders of children’s groups, for continuing to provide training for whole youth and children’s teams.
* Looking to develop links to engage with youth and children across the Circuit, including those who do not have any connections with Church.
* Undertaking such additional tasks as may from time to time be reasonably requested by the staff team and CLT.

**Terms and conditions:**

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| Terms of appointment: | This contract will terminate three years after commencement when funding ceases. |
| Remuneration: | JNC Level 12 (Probationary) (£23,580)  then JNC level 13 – 18 (£24,636 - £28,787) |
| Hours of work | 37.5 hours per week |
| Holiday entitlement | 6.6 weeks leave |
| Criminal record clearance | Appointment will be subject to a clear check from the Disclosure and Barring Service. |
| References | Appointment will be subject to satisfactory references |
| Probationary period | Appointment will be subject to the satisfactory completion of a three month probationary period. |

**Management**

The Youth Pastor will have a line manager whose responsibilities will be to:

* Become familiar with the work of the Youth Pastor.
* Work with the Youth Pastor to encourage the Church to respond to new challenges and opportunities.
* Determine priorities for the work.
* Prepare a personal development plan with the Youth Pastor.
* Ensure good communications between the Youth Pastor and other members of the Leadership team, at local church and circuit level.
* Monitor and evaluate progress with the Youth Pastor on a regular basis (meetings will take place monthly during the probationary period and quarterly thereafter)
* Undertake an annual appraisal and pay review