



Saint Stephen's Southmead

Children and Families Worker

Job Specification

Job Title: Children and Families Worker

Hours: 15 hours per week to include weekend and some evening work.

Holiday entitlement: 28 days pro rata per annum in addition to bank holidays and public holidays (also pro rata).

Responsible to: The Vicar of St. Stephens Parish Church, Southmead.

Context: St Stephens, Southmead is a growing church in an Urban Priority Area with a passion for children and families in the local community. We are seeking to develop our provision for children and connect with more families.

Role: To be creative in mission and discipleship, engaging with children and families in our community. We are looking for someone who has:

- A love for Jesus and young families.
- A desire to reach those that don't yet know Jesus and build disciples.
- The gifts to oversee, recruit, train and support volunteers.

Team: Vicar, Curate, Trinity College Students and Church volunteers.

Responsibilities:

The key responsibilities of this post are shown in bold below, however we recognise the need to adapt the post to the specific talents of the post holder. You will work with your supervisor and the team to set priorities and vision for the role. Serving in the Parish and local community:

- **To provide and develop opportunities for children and parents to engage in exploring the Christian faith.** Work with the team to develop our work with children and their families and help them to feel part of the church family.
- **To develop the work of the Sunday children's provision.** Overseeing and running the Sunday activities; responsible for recruiting and training Sunday group leaders; developing resources for the leaders and groups; encouraging the leaders in their role and working alongside them.
- **To liaise with and support the Ministers in All-Age Ministry.** Part of a team developing and reviewing this area of church ministry.

- **To ensure the safety of our children by complying with policies relating to Child Protection and Safeguarding Regulations, and ensuring others to do the same.** Work within the principles of confidentiality and safeguarding the health and wellbeing of children and vulnerable adults. Working with the PCC member responsible for safeguarding you may be asked to prepare reports on areas of concern, which may need to be shared with other agencies.
- **To liaise with those involved in the baptism of children, encouraging and welcoming baptism families into church.**
- **To develop work with the families of children in church and the community.** Involved in initiating and facilitating ideas that will meet the current needs of families such as parenting craft and adult literacy.
- **To work as an integral part of the church team developing the vision and strategy for Children's and Families ministry.**
- **To represent the Children and Families Work to PCC.** An ex-officio member of the PCC and relevant sub-committees. You will be the voice for children and families at our meetings and gatherings, ensuring that their interests and needs are represented.
- **To build on our existing links with local Schools.** Part of the team that connects with the local community through serving and reaching out to the schools.

Our commitment to you:

- **We offer a prayerful, supportive and friendly environment within a church committed to reaching out to the local community.**
- **To provide a budget to facilitate your work, as agreed by the PCC.**
- **To provide you with a line manager for support and encouragement.**

Person Specification

We are looking for someone who is able to serve as part of a team, is committed to their own discipleship and follows God with humility and obedience. We are looking for someone who is passionate about the transforming power of Jesus and has experience and the ability to show this to children and families.

We are looking for someone who has the following qualities:

Experience

- Working with children and families.
- Experience of building and working as part of a team, engaging with and motivating volunteers, maintaining good relationships.
- Leading Christian ministry to children and families.
- Building relationships with parents.

Skills and Abilities

- Approachable by all ages and easy to get on with.
- Interpersonal and organisational skills.
- A good understanding of the needs and issues of working with children and adults at risk.
- Well motivated, able to work both independently and as a part of a team.
- A good working knowledge of the Bible.
- Computer literate.

Attitudes

- A real passion for mission – both evangelism and service.
- Committed Christian with a mature faith in Jesus.*
- Desire to see children and families come to faith and grow as followers of Jesus.
- Good sense of humour.
- Flexible “can do” attitude.
- Ability to self-motivate and manage workload.

This job description is not exhaustive and will be reviewed, in consultation with the post holder, from time to time and amended in light of the changing needs of the church.

*There is a genuine occupational requirement that the successful candidate is a practising Christian.