



## PARISH OF ST. PETER'S, HALLIWELL

'Transforming Bolton Together in Jesus' Name'

# Children and Families Worker

## Job Description

### **Aims and Objectives:**

**Working with families and children in age range 0-11 years, across all four Fellowships which make up the parish of St Peter's Halliwell**

1. To develop the Sunday morning children's ministry and other mid-week activities
2. To develop a culture of intentional missional activity with children and families
3. To build on the existing schools ministry in the local primary schools
4. To recruit, manage and train a team of volunteers

### **Job Description**

#### ***Discipleship Ministry***

- Developing the strategy for the discipleship of children and families
- Facilitate and support teams to deliver Sunday morning and mid-week groups
- Playing an active role in the leadership of Sunday 'All Age' services
- Being an advocate and champion for children and families

#### ***Intentional Missional Activity***

- Developing opportunities for 'non-churched' children and families to hear about Jesus
- Developing existing pre-school work, including toddler groups
- Developing an effective partnership with parents in the discipleship of their children

#### ***Schools' Ministry***

- Strengthening the links with local primary schools through appropriate activities including assemblies
- Looking for new opportunities to broaden engagement with local schools

#### ***Additional Areas***

- Playing a key leadership role by working with parish-wide and individual fellowship leadership teams to set vision and strategy.
- Ensuring relevant procedures regarding Health and Safety, the Children's Act and Safeguarding are adhered to alongside the Parish Safeguarding Officer, ensuring Manchester Diocese Safeguarding policies and procedures are followed
- Developing a close working relationship with the safeguarding team to ensure best practice across the children and families ministry
- Such other roles, as agreed with the Vicar, to ensure effective development of the church's mission

## Person Specification

**Key: (AF) Application Form; (DE) Document Evidence; (I) Interview**

	Essential	Desirable	Method of assessment
<b>Qualifications</b>			
Qualification in Children’s Work, theology or any other related area		✓	AF / DE
<b>Experience</b>			
Experience in children’s ministry in church and schools (voluntary or paid)	✓		AF / I
Proven leadership, management, administration and communication skills, in particular when interacting with children and their families	✓		AF / I
Effective motivator with experience of working with, and leading a team of volunteers	✓		AF / I
The ability to recruit and build a team of volunteers	✓		AF / I
Experience of managing a budget and spending wisely		✓	AF / I
<b>Knowledge, Skills and Personal Attributes</b>			
A committed evangelical Christian	✓		AF / I
A heart for children and a desire to share Jesus with them	✓		AF / I
A working understanding of child safeguarding principles and practice	✓		AF / I
IT and social media skills		✓	AF / I
Clean driving licence and car usage		✓	AF / I

### ***Additional areas***

- There is an Occupational Requirement for the post holder to be a practising Christian, in accordance with Schedule 9 to the Equality Act 2010
- To be a regular member of the worshipping community in St Peter’s Parish
- The post will be offered to the successful candidate subject to an appropriate safeguarding checks, satisfactory references and proof of eligibility to work in the UK
- This is a part-time position working 22.5 hours per week (there is scope to discuss and agree the hours of work/flexible working times which will need to include evenings and weekends) on a three year contract, attracting a starting salary of £15k to £17k (equivalent to £25.5k full-time) depending on experience.