



QUEENS ROAD BAPTIST CHURCH

Job description and person specification

Families' and Children's Worker

Part time (20 hours/week)

£24,000 and £27,500 FTE depending on experience and qualifications

Who are we?

QRBC is a long-established Baptist church in the city centre of Coventry, and has served a changing and diverse congregation from across the city for over a hundred years. As a church we believe God is leading us to invest in our families' and children's work, and so we are looking to employ a Families' and Children's Worker.

What do we need you to do?

This is an exciting opportunity to build on a solid reputation but to make a fresh start in this work. Pre-Covid, we had a strong work amongst families, but this stopped during the pandemic, and key leaders have moved on. We are therefore looking for a pioneer, who is a committed Christian with a mature faith, dedicated, a self-starter who obviously can work within a structure but who is not afraid to develop new ideas with a blank sheet of paper.

- We are looking for someone who is able to meet the needs of our current young families and attract new families to the church, not necessarily re-starting the projects of the past but building upon their legacy and reputation.
- We expect that you would commit time to developing and running family-focussed groups from the church premises and one-off events, and subsequently developing relationships with families, in order to share the Gospel to those who do not share our faith, and to pastor and disciple those who do.
- Your focus would not be on our existing children's work on Sundays but we would want you to make us your church and so to attend our Sunday services regularly, and be involved on the rota for our children's work on Sundays.
- Another important aspect of the role would be to foster greater community engagement within the church fellowship, centred upon our families' and children's work.

What are we offering?

- This is a part-time role for 20 hours a week initially for 2 years, but we may be able to consider extending the term as the role and work develops.
- Salary would be between £24,000 and £27,500 FTE.
- Holiday entitlement 28 days (FTE) (or 112 hours, based upon 20 hours per week).
- We would be willing to consider adjusting the proposed hours and remuneration to 16 hours per week, if preferred.
- Further training would be available if required.
- Our minister will be your line manager, and you would be subject to performance appraisals by another member of the leadership team.

Who are we looking for?

Essential qualities

- There is a Genuine Occupational Requirement under Schedule 9, Part 1 of the Equality Act 2010 that the post holder must be a committed Christian and we would need you to agree to the [Baptist Union of Great Britain Declaration of Principle](#).
- Some prior practical experience in families' and children's work.
- A people person, who will seek to share Jesus and encourage others to do so, seeking to develop relationships with those outside the church.
- A self-starter and willing to work independently at times, but also willing to work as a team player and to learn from others, and able to grow and manage teams of volunteers from within the church, and some from outside the church, to support this work.
- Excellent interpersonal and communication skills (including ICT literacy), good at record keeping, and able to write clear and accurate progress reports.

Desirable qualities

- Experience working with neurodivergent children.
- Experience of working in culturally diverse communities.
- Able to bring creativity and enthusiasm to this work.
- Theological and/or children's ministry qualification.
- Willing to undertake role-related training (as appropriate).
- Full driving licence (but we would anticipate you would primarily be involved in activities from the Church premises in central Coventry).

Additional requirements

A successful candidate will:

- Have satisfactory DBS enhanced disclosures and references.
- Be eligible to work in the UK.

- Have an understanding of and comply with QRBC procedure on safeguarding and welfare of children and adults at risk (as the role holder will be working with children).
- Comply with QRBC health and safety policy and data protection to protect own, and other's, health, welfare and safety.
- Be able to maintain confidentiality at all times.
- Be subject to a probation period of 3 months.

How to apply

Please submit your CV and a covering letter by email to secretary@qrbco.co.uk or by post to Iain Colville, Church Secretary, Queens Road Baptist Church, Queens Road, Coventry, CV1 3EG.

Closing date 31 October 2023