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**JOB DESCRIPTION**

**Job title:** Children and Families Worker

**Employed by**: The Parochial Church Council of St Luke’s Gamston and Bridgford

**Responsible to:** St. Luke’s PCC

**Line Manager:** Associate Pastor

**Role Purpose :**

* To play a key part in supporting, promoting, and developing the vision, mission and ministry of St. Luke’s Church championing the place of children and families at the heart of this
* To nurture, develop and enable children (up to age 11) and families to grow in their discipleship and faith in Jesus Christ
* To build on and develop outreach opportunities in the wider community for the purpose of evangelism and drawing new children and families into the life of church

**KEY RESPONSIBILITIES**

**Developing and Deepening Discipleship Groups**

1.Co-ordinate the Sunday provision at St. Luke’s, supporting, equipping, and visioning the leaders of children’s groups so they are motivated and confident to lead groups independently

2. Strengthen the effectiveness of children’s groups in nurturing and growing children’s discipleship and faith in Jesus Christ by participating as a leader - modelling good practice and sharing in the planning of programmes and preparing of resources

3. Support families on their faith journey and enable parents to share their faith with their children

1. Encourage active participation of children and families in the life and worship of the church

**Outreach**

1. Work with the Associate Pastor at St. Luke’s as part of the Outreach Programme to deepen relationships with children and families on the fringe and take a lead on those activities and events specifically aimed at children e.g. Holiday Club, Light Parties, Fun Days
2. Work with a team to run the weekly toddler group ensuring that it is distinctively Christian and build relationships with those who attend, encouraging them to engage with other events and activities going on in the life of the church.
3. Build on the existing links that we have with local primary schools, particularly the non-church schools to form closer partnerships with them through leading assemblies, contributing in RE lessons, running clubs etc so that invitational opportunities are created.

**Growing and Developing a New Service for Children and Adults**

1. Work alongside other members of the staff team to set up a new congregation for children and families to worship together – either midweek or as an additional weekend congregation

**Developing “pipelines” of activities that draw Children and Families into the life of the church**

1. Work with members of the staff team to develop a regular cycle of activities / courses/ events etc which are easily accessible to non-church children and families where they can get to know church members and begin to explore Christian faith

The Children’s and Families Worker is also required to work with the Parish Safeguarding Officer and Operations Manager to ensure that all children’s activities, events etc comply with the procedures laid down in the St. Luke’s Safeguarding Policy and Health and Safety Policy. This includes ensuring that all leaders and volunteers are familiar with these policy documents.

**Other Duties**

* Act as budget holder for the children’s ministry budget
* As a staff team member of a resource church, be prepared to share ideas, experiences, resources and best practice with other churches
* Attend staff meetings
* Undertake professional development opportunities and training relevant to the role including engaging with diocesan training and learning communities
* Take responsibility for maintaining your spiritual life, this might include attending a retreat, quiet day or seeing a spiritual director as agreed with your line manager
* Undertake, at the request of the Vicar or Churchwardens, other occasional duties that may arise.
* All staff are expected to work within the agreed policies and procedures of the PCC including those related to Safeguarding and Health and Safety.

**Hours**

Contracted hours are 18.5 hours per week.