

# CHILDREN'S MINISTER

## Job Description and Person Specification



### JOB DESCRIPTION

<b>Job title:</b>	Children's Minister for 5-11s
<b>Employer:</b>	The PCC of St Nicolas Church, Newbury
<b>Contract:</b>	Permanent. Subject to a probationary period of six months.
<b>Salary:</b>	£24,300 Full Time Equivalent (equivalent to £12.47 per hour)
<b>Hours:</b>	25 hours per week
<b>Annual Leave:</b>	5 weeks per year, plus bank holidays
<b>Line manager:</b>	Associate Rector

#### Job Purpose

To lead the children's work in the church for the 5 to 11 age group, being creative and visionary in line with the overall vision of St Nicolas Church: Being good news. Bringing good news.

To help our children to become strong disciples of Christ through your love, care and clear teaching of God's Word.

#### Main responsibilities:

- To build upon the good foundations in the children's ministry, working with the existing team and drawing in new people to strengthen these further.
- To teach and nurture Christian faith among the children at St Nic's, enabling them to grow as disciples of Jesus Christ
- To source or build a Bible-based teaching curriculum with a good structure, so that the volunteer teams and children have a clear direction to their leading and learning.
- To be responsible for the St Nic's Holiday Club, building on the exciting beginnings of this ministry from 2017-2019.
- To develop the children's ministry outside of Sundays, enabling effective outreach to children and families in the town.
- To recruit, support and lead volunteers, growing strong teams of leaders within the ministry.
- To communicate effectively and regularly with parents and carers
- To promote and develop the integration of children into church services and wider church life, in partnership with other members of staff and ministry leaders

- To work with local schools (especially St Nicolas School) and other local organisations (e.g. COINS) relevant to the church's outreach to children in the town
- To work with our church's Parish Safeguarding Officer to ensure that safeguarding and safer recruitment procedures are in place for the youth ministry, and all concerns are responded to promptly and well.
- To play an active role in the life of the staff team, working together on joint initiatives as appropriate
- To be involved in the wider life and ministry of St Nicolas Church as a committed member of the church family

### **Support Available**

- Part of a committed, supportive and prayerful staff team.
- Regular one-to-one meetings with the line manager.
- Encouragement to find mentoring and prayer support both within the church family and from outside St Nicolas Church.
- Encouragement to take time away from duties for retreat and reflection.
- Financial support for further training and development through relevant conferences and courses.

## PERSON SPECIFICATION

<b>Christian Faith</b>	<b>Essential or Desirable</b>
There is a genuine occupational requirement for the post holder to be a Christian.	
A mature disciple of Jesus Christ, committed to continually growing in your relationship with him through the study of Scripture, prayer and a dependence on the Holy Spirit	<b>E</b>
Passionate about seeing children become disciples of Jesus Christ	<b>E</b>
Able to model a godly example of Christian discipleship to children	<b>E</b>
Evangelical in theology and able to commit fully to the vision of St Nicolas Church	<b>E</b>
<b>Training &amp; Qualifications</b>	
Good training (formal or informal) in understanding and teaching the Bible	<b>E</b>
A relevant qualification e.g. in teaching	<b>D</b>
Willingness to develop your ministry skills through further training, conferences and an openness to feedback from others. (The church would support you in this).	<b>E</b>
Previous training in Safeguarding, including safer recruitment	<b>D</b>
<b>Experience</b>	
Experience of working with and teaching children in a church context	<b>E</b>
Experience of successfully leading a range of events and initiatives for children and families.	<b>D</b>
Experience of working with children or young people professionally, e.g. in a school.	<b>D</b>
Experience of working with young people outside a church context, either in a teaching or pastoral role.	<b>D</b>
<b>Knowledge &amp; Understanding</b>	
An understanding of effective children's ministry and mission	<b>E</b>
An understanding of safeguarding in a church context	<b>E</b>
An understanding of the challenges and issues faced by children and families	<b>E</b>
Knowledge of special educational needs, sensory impairment and child mental health and the impact these can have on children.	<b>D</b>
<b>Skills and abilities</b>	
Ability to establish and develop strong, healthy relationships with children from both church and un-church backgrounds	<b>E</b>
Gifted at teaching the Bible to children, able to communicate clearly and creatively and lead high quality sessions	<b>E</b>
Ability to relate well to parents/carers and families from a variety of backgrounds	<b>E</b>
Ability to build, lead and encourage teams of volunteers	<b>E</b>
Ability to plan ahead and lead groups of children effectively	<b>E</b>
Self-motivated and ready to take the initiative in ministry	<b>E</b>
Ability to organise yourself and keep good records.	<b>E</b>
Ability to manage your own time effectively within your flexible working hours	<b>E</b>
Good IT skills including Word, Excel, PowerPoint.	<b>E</b>

A special skill or interest which you can use in the role e.g. music, sport, art or drama.	<b>D</b>
<b>Work-related Personal Qualities</b>	
Fun, enthusiastic, warm, patient and pro-active	<b>E</b>
A willingness to receive feedback and learn from others	<b>E</b>
Ability to work under pressure and independently	<b>E</b>
<b>Other Work Requirements</b>	
Suitability to work with children and young people. This role is subject to an Enhanced DBS check with Barred List and a comprehensive safer recruitment process.	<b>E</b>
Ability to work evenings and weekends as a routine part of the role.	<b>E</b>
Willingness to live in Newbury or the surrounding area and be a full part of church life.	<b>E</b>
Full Clean Driving Licence	<b>D</b>