



Primary schools', Family and Children's Lead (18 hours p/w) Job Description

Purpose: to facilitate the work of St James' by the Park amongst families and children in our local community by focusing on work in the local KS1 and KS2 schools

Key responsibilities:

- To maintain relationships with our local Primary Schools, taking opportunities for involvement in assemblies, lessons and church visits
- Working collaboratively with other relevant leaders, to discern and implement God's vision for the Families and Children mission priority area
- To liaise with the vicar regarding ministry with children within Sunday services and other occasional services

Additional roles:

- To promote prayer for local primary schools and our church's ministry to families and children
- To build teams of people drawn from St James by the Park, and where possible, other local churches, who can assist in the work in local schools.
- To help our congregation think through how we can best disciple families and children, and partner with parents / carers to disciple their children
- To liaise with the Vicar regarding the ministry with children within Sunday Services, and at other special services (e.g. Crib service, Good Friday).
- To keep informed of developments in best practice latest thinking about ministry with families and children, and relate these to our church
- To be fully conversant with, and supportive of, our church's policy and practice for Safeguarding and Health and Safety in relation to children's work.
- To attend staff meetings and PCC meetings as required.
- To join in other aspects of church life and ministry as requested by the vicar

Person Specification:

Must ...

- have an established and active faith in Jesus Christ
- have a discipline of personal prayer and Bible study
- be (or be willing to be) a regular part of the St James' by the Park church community
- a passion for Family & Children's ministry, and proven experience in it
- good communication skills (spoken and written)
- an understanding of the parameters of Christian work in state schools

Should ...

- have done, or be willing to do, the 'BCM Children, Families & Young People' course
- have a proven track record of leading large groups of children in worship

- have a track record of building and motivating teams
- have current DBS clearance
- be happy to work within the Church of England

Could ...

- have a current First Aid certificate
- have a driving license and car
- have experience of working in schools

Support:

This post will be line managed by the vicar, with meetings at least once a month. All staff have a 'PCC link' who is encouraged to support the staff member pastorally. All staff also have annual appraisals.

There will be some hot-desking office space available in the Parish Office. The post-holder can either work from home or the office.

All staff are encouraged to use appropriate ongoing training opportunities, to take time each year for a retreat, and to have a spiritual director.

Hours:

18 hours per week, ideally flexible around when schools are willing to have visits.

Ideally to be able to join in staff lunch and meeting (currently Wednesday 12.45 – 2.15pm) and staff prayers (currently Thursday 8.45 – 9.45am) most weeks.

Holiday entitlement:

Employees are encouraged to take 6 weeks' annual leave, plus bank holidays – pro rata

Pay:

Salary scale of £21,650 - £25,650 pa pro rata, dependent on relevant training and experience (so for 18 hours a week, £10,392- £12,312)

The PCC currently pay pension contributions (via the Church Workers pension scheme) at 5%.

The PCC will reimburse reasonable expenses. There is a budget attached to this post.

Length of contract:

The initial contract is for 3 years, with a 6 month probationary period. The contract may well be renewable at the end of 3 years.

The post is subject to a satisfactory DBS check.

Context:

Who are we (identity)?

Ordinary people following the extraordinary Jesus together

Why do we exist (purpose)?

Love God, love each other, reach the world

How should we act (values)?

God-dependent, grace-filled, Bible-based, mission-focused, authentic community

Where are we going (vision)?

God is calling us to turn our church community inside out

What bits of 'reach the world' are we focused on (priorities)?

Older people, teenagers, children and young families, Inter-cultural relations, financial hardship, mental wellbeing, environment

We are part of the Diocese of Winchester in the Church of England, and linked to Churches Together in Shirley and Southampton Christian Network. The theological conviction of the church is mainly evangelical.