**St Mary’s Church, Portchester**

**Part time (leading to full time)**

**Families, Children & Youth Worker**

**JOB DESCRIPTION**

St Mary’s Church, Portchester is a lively, diverse and inclusive community where we seek to journey together in Faith and to live out that Faith in the world around us. Our church building, founded as an Augustinian Priory in the 1120s, is the spiritual focus for a ministry designed for the 2020s. Please see our Parish Profile and Website [www.stmary-portchester.org.uk](http://www.stmary-portchester.org.uk) for full details.

**OUR VISION**

*“At St Mary’s we are a people of prayer, learning and growing in faith together. Our vision is to be a caring and welcoming church family who reach out with the love of God into our local community and the world”*

**ROLE DESCRIPTION**

St Mary’s Church wishes to employ a suitably qualified and experienced Families, Youth & Children’s Worker of lively Christian Faith, who is excited by the opportunities of relationship building with families both in the church and the community, and who has the drive and ability to develop the skills of our current leaders and recruit new people to get involved.

**PART TIME.** Although the post is initially part-time, it is our aim to develop this into a full time post, as potential, numbers of children etc and opportunities increase. As such it might be attractive to someone with another part-time job.

As this is a new post, we shall be looking to you to identify its potential. However, we have the following priorities:

1. **CONNECT YOUTH GROUP**. To lead our recently started ‘Connect’ Youth Group held on Friday evenings at Portchester Parish Hall, Assheton Court. CONNECT meets each Friday at the Parish Hall from 6:15pm-7:30pm. This is a community youth group geared towards   9-13 year olds. Each week there are activities, games, talking and a tuck shop! Parents are welcome to stay for tea, coffee and a chat in the smaller room or can drop off and pick up at the end. It would be our vision to start a second group for older teens aged 13+ -15 from 7.30pm – 9.30pm.
2. **SCHOOLS**. To identify the possibilities for developing our relationship with local schools (particularly Northern Junior and Red Barn) Drawing on the support of our partnership with the Scripture Union, we wish you to strengthen our existing good relationships with schools. We envisage this being achieved by building relationships with staff, parents and children, by supporting the work of our existing Schools’ Team, by recruiting volunteers to work alongside you and by identifying how you yourself can offer a distinctive pastoral and spiritual contribution to the life of our schools.
3. **CHILDREN IN CHURCH**. To work in partnership with our dedicated volunteers in supporting our Sunday and Weekday (St Mary’s Lambs and Messy Church) activities for Children and Young People, to recruit and nurture new leaders, to provide leadership whilst also producing and serving on the rotas. To build relationships with church families.
4. **BAPTISM FAMILIES**. To build relationships with families who come to have their children baptised.
5. **FUN & FAITH**. To develop our ability to reach out to Young People through the local Uniformed Organisations, by planning and leading Holiday Clubs, and discipling our Young People through weekends away.

**Experience** –

Essential: Experience of youth and children’s work, preferably in a church-based context.

Desirable: JNC qualified and experience of working with volunteers.

**Base:** The Families, Youth & Children’s Worker will, by nature of the role, spend most of the working week engaged with the activities described above. They will have the resources of the Parish Office at their disposal. Pastoral or other interviews can be conducted at the Parish Office by arrangement or at the church. This would particularly work well as the church is also used as a cafe/Tea Room.

**Management & Support.** The Post-holder will work in partnership with the Parish Youth & Children’s Work Strategy Group; his/her Line Manager will be the Vicar of the Parish and a termly report will be shared with the PCC. The Worker will be expected to participate in meetings of the Diocese of Portsmouth Youth Worker Net and other occasional joint Diocesan, Deanery and Ecumenical youth meetings.

**Budget.** Due to the potential of this post having yet to be discovered, the Post-Holder will be invited to work with the Vicar and PCC Treasurer to submit a funding bid for children and youth work.

**REQUIREMENTS & TERMS**

The post has a Genuine Occupational Requirement for the holder to be a committed Christian ideally a member of, or in agreement with the Doctrinal basis and ethos of the Church of England. The post is subject to DBS checks and keeping in date with such Safeguarding & Other Training as directed by the Diocese of Portsmouth or PCC.

**Salary** £11,000 per annum.

**Pension.** The successful candidate will be encouraged to contribute to a registered pension scheme. The PCC will pay an extra 3% of salary to the post holder’s individual pension plan (approx £330 pa) and the post-holder will pay 5% into their pension.

**Hours** 20 hours per week according to a pattern of daytime and evenings as agreed with the Line Manager, this would include Friday evenings for Connect Youth Group.

**SUNDAYS.** Because this is initially a part-time post, we would not expect the post holder to necessarily belong to St Mary’s Church, as we realise they may have existing home church commitments. However, we would like the worker to attend both our 9.30am and 11.30am services on Sundays about twice a month in order to have a visible presence and to form relationships with the congregation, particularly the young people and families. This would be seen as part of their paid employment.

**Driving license**.

It is a requirement of the post that the Worker holds a clean driving licence. Reasonable travelling expenses will be paid at the rate determined by the PCC (currently 0.45per mile)

**Holidays**

Four weeks holiday plus bank holidays per annum. The parish will fully support attendance at an Annual Retreat for the Post-Holder’s Spiritual Development and a Christian Conference as agreed with the Vicar.

**Safeguarding**

The Post-Holder will need an awareness and understanding of Safeguarding issues and best practice, a willingness to comply with the Diocesan & Parish Safeguarding Policies and to attend Diocesan Safeguarding Training.

**Appraisal**

The Post-Holder will be expected to engage in an Annual Appraisal Process in the interest of their better support and professional development.

**Duration of post.**

The Post Holder will be appointed initially for a tenure of two years (which may be extended by mutual agreement) subject to the satisfactory completion of a six month probationary period.

**Support**

The Post Holder would not be expected to do all the work in connection with young people, but would be supported by a team of volunteers. We see them as more of a team leader, although this would include ‘hands on’ ministry and not simply management.

**Appointment Timetable**

The following table is subject to Government and Church regulations regarding Covid and so may be adjusted accordingly.

**Closing date** for receipt of applications: Friday 16th April 2021.

**Interviews:** Week beginning 26th April 2021.Interviews could either be by Zoom or face to face with a small group, socially distanced.

**Starting date**: Ideally 17th May 2021, but could be flexible within realistic timescale, and dependant on Government/Church Covid regulations.

**Expenses**

Agreed travelling expenses for the purpose of the interviews will be met in full. Overnight accommodation can be arranged if required.