

## Youth & Families Team Leader

### Role Description

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| Job Title          | Youth & Families Team Leader   |
| Salary             | £14,040 per annum according to experience  |
| Employed by        | The Parochial Church Council of St John the Baptist, Locks Heath                             |
| Accountable to     | The Vicar, St John the Baptist, Locks Heath  |
| Hours of work      | Part time (20 hours per week), worked flexibly as required, including weekends and evenings. |
| Length of contract | Permanent, subject to satisfactory completion of a 6-month probationary period.              |

**ST JOHN'S  
LOCKS HEATH**  
Life · Hope · Joy

### Key purpose of the role

To lead, enable and contribute to work among youth/young people (11-18) and families in the parish of St John's, with the aim of bringing young lives to know Jesus as their Lord, to be filled with his life-changing and world-changing Spirit, and to enter into lifelong discipleship.

### Key Relationships

- Young people and families in the church - building trust and influence
- Volunteers in the church working with young people - building great, empowering and encouraging relationships
- The Leadership Team (currently the Vicar, Churchwardens, Vicar's PA, Church Administrator, Safeguarding Lead) – contributing as a member of the team
- The Children and Families Team Leader – to ensure that your work is complimentary and coordinated
- Administrative staff and volunteers in the office – bringing the best out of those who support us
- The local Western Ward Churches and Diocesan network of youth and children's workers – for encouragement, support and ideas

### Description of the role

*Generally:*

- To help to develop the church's vision and strategy as part of the Leadership Team, and to work with the Leadership Team to translate and implement that vision and strategy in working with young people and families
- To ensure work with youth and families maintains direction and energy
- To facilitate excellent inter-generational relationships, working to include young people and families fully in the church family as valuable and contributing members of the Body of Christ
- To advocate for young people, taking opportunities to teach, challenge and encourage the whole church (including participating in church services on a regular basis)

*Specifically:*

- To lead by example, demonstrating and teaching best practice and skills by regular involvement in all areas of work with youth and families
- To co-ordinate, train, encourage, enable and equip volunteers working with young people in the church
- To provide regular feedback and encouragement to volunteers working with young people, and to provide a 'line management' role to them
- To ensure our work with youth and families is as safe as possible, developing a culture of risk awareness and following best safeguarding practices.
- To forward plan, drawing on the best resources available to put together a clear and coherent curriculum which builds on key concepts and knowledge through the years
- To work with volunteers to reflect on work done with a view to discerning what God is doing and improving for the future

*Other requirements:*

- To attend the 11:00am service every week, leading or participating in work with young people at that service
- To support and encourage work with young people at the 9:30am service, as required
- To lead the Sunday evening Connect youth group for secondary children
- To lead the embryonic Youth Home Group
- To occasionally attend the 9:30am Sunday services and Wednesday communion services
- To facilitate good communications and build relationships with the whole church family
- To attend and contribute to the church leadership team meetings
- To work regularly with the leadership team, reporting on your work and drawing support, ideas and encouragement from them
- To attend occasionally PCC meetings as an observer and contributor

## Key outcomes

### Outcomes expected by the end of 6 months (end of probationary period)

You will have focused on the church's young people on Sundays and:

- Held one-to-one meetings with all of the Sunday group volunteers in order to:
  - develop relationships
  - identify development and training needs
- Reviewed and (where necessary) revised the structure of the Sunday work with young people, and assessed the needs of the teams that resource them
- Working with the Sunday Youth group volunteers, will have put together a draft plan for the Sunday groups, which builds on key concepts and knowledge through the respective age groups. Additionally working with other Youth Teams towards the continuity and expansion of existing ministries: Connect (weekly, 11 upwards, KS3 and KS4) and Connect 4 (monthly, 14 upwards, KS4+).
- Working in partnership and collaboration with Children and Families Team Leader in mutual support towards existing children's ministries.
- Have begun to identify a training and development programme for group leaders
- Developed relationships with the families of young people in St John's church
- Developed a role in organising, leading and teaching at the monthly All Age Worship services
- Have developed a strategy for the work with young people and their families and begun to communicate this effectively with the whole church
- Made contact with Brookfield Community School and established some points of contact
- Gained appreciation of the Youth Provision within the Fareham Western Wards (both church based and secular)
- Reported to the PCC on the first 6 months of your role

### Looking further ahead

At the end of your probation period further specific outcomes will be agreed between you and your line manager, in consultation with the leadership team.

Examples of the sort of goals that might be agreed are set out below. You will probably have other ideas of your own and we hope to be able to build on your strengths and enthusiasms rather than presenting a list of pre-determined goals.

- Have enabled worship in our Sunday groups:
  - engaging in sung worship
  - praying - engaging in rich corporate and personal prayer, and being confident to pray in groups and for each other
  - developing spiritual disciplines for listening to God and living well
  - encouraging encounters with the presence of God and the Holy Spirit

- Have initiated a major occasional event at least annually, e.g. attendance for youth at an external event or festival, or celebratory event
- Have organised and led a residential event for youth
- Have begun enabling mid-week initiatives, events and residentials for a variety of age ranges
- Have considered how to build and resource skilled and enthusiastic teams to work in our local schools (Brookfield Secondary and Henry Cort); this may include:
  - supporting assemblies and collective worship
  - supporting the RE curriculum
  - supporting school governance (e.g. by identifying people suitable to serve as Christian school governors)
- Have developed a long-term strategy for sustaining teams working in all of these areas
- Working with volunteers and the church's leadership, have helped to develop a strategy and build teams to:
  - enable young people to make the transition into adult congregations and groups, including those moving away for university or work
  - mentor and disciple young people within safe relationships of trust
  - and to begin lifelong discipleship
- Have enabled regular residentials, mission trips and social action initiatives
- Have built a case and helped to identify resources to expand the children's and young people's team

Note:

*Subject to the progress made over the initial 6-month period and to the needs identified in the emerging strategic plan, the PCC may consider advertising for a job share candidate, to widen, deepen and accelerate the outcomes of this role.  
This additional role would seek to complement existing strengths and capabilities.*

## The purpose of St John's church

This role is part of the wider ambition of the church to be a place of Life, Hope and Joy:

The church aims to invite people into a journey of faith through our Values:



This Role Description and Key Outcomes may be reviewed and amended in accordance with the church's requirements from time to time.

I have read and I accept the contents of this document as set out above, and I will adhere to the guidelines as required. I confirm that I will carry out my job effectively, safely and to the best of my ability.

Name of Post Holder: \_\_\_\_\_

Signature of Post Holder: \_\_\_\_\_

Date: \_\_\_\_\_

Received by Line Manager: \_\_\_\_\_