

**Youth and Children’s Worker: Job Description**

**Background**

**Harvington Youth Project** is a joint project founded in 1994 as a collaboration between **Harvington** **Baptist Chapel** and the **Harvington Parish Church of** **St James the Great**, who formed a Joint Steering Group to develop the Project which still runs to this day. Our vision and driving force are taken from the Gospel according to John 10:10 where Jesus says, “I have come to give life, life in all its fullness.” This is something we strongly believe, and we actively seek to provide an environment in which young people can explore what this means for them.

Our aim is to communicate the powerful and life-changing teachings of Jesus in a way that is easy to access and understand. We want to share our Christian faith with the young people of Harvington, providing them with an opportunity to respond to it. We are committed to care for these young people through a Youth and Children’s Worker, alongside a broad team of volunteers and Steering Group members, which enable the project to run. We want to see the potential of young people drawn out, and to involve them in the wider community. In doing this, we aim to increase the number of families attending both churches.

Every year, the Project gets involved in community fund raising efforts such as fetes, coffee mornings, craft fairs and games evenings, creating close relationships with all age groups of residents. We would like more time to extend this relationship further. To help us, the Parish Council is a great supporter both financially and in moral support. We are also represented on the new annual Harvington Literary and Musical Festival Committee.

Both the Baptist and Anglican churches fund the project regularly alongside successful bids to the Harvington Parish Council. There are three fundraising events every year that focus on the village both participating and helping the project raise funds.

In 2023, the Project was chosen by the local Phoenix Group (previously Women’s Institute), to be their charity of the year. This showed a real recognition and appreciation of the active youth work in the village. From this connection, a member of Phoenix who sits on the local Parish Council, enabled a young teenage youth leader to attend and represent the Harvington Youth Project on the Parish Council in order to provide the young residents’ views of living in Harvington.

This role will join a growing network of employed youth and children’s workers across the Diocese of Worcester seeking to empower, envision, and equip churches to disciple children and young people.

Our commitment to you and benefits:

• Regular meetings offering prayerful support, sharing resources and ideas, and training to inspire your ministry

• An annual, 24-hour retreat

• Access to the diocesan youth and children’s adviser

• Subscription to appropriate online resources for ideas, activities and bible-based material.

• Continuing professional development opportunities both within the diocese and the Baptist Church



**Job Description**

**Overall Objectives:**

* To develop contacts with young people and families in Harvington, Church Lench, Abbotts Morton and Rous Lench and the surrounding village communities as a Church-based Youth and Children’s Worker.
* Manage, lead, sustain, co-ordinate, recruit and encourage the team of volunteers working with the three existing groups which are: Adventurers aged 7 to 10, Explorers aged 10 to 13 and Ignite for those 13+
* To appraise and develop youth work opportunities in the rural communities set out above, including engaging further volunteers to assist in running the groups and activities.

**Key Tasks:** To be part of Harvington Youth Project leadership and grow the volunteer team for children and youth ministry by:

* Attending regular Steering Group meetings and other one to one supervisory sessions as required, preparing and presenting a bi-monthly report of the work as a basis for discussion with the Project Steering Group, and for keeping project supporters informed

• Recruiting, envisioning, training and encouraging volunteers to strengthen or establish ministry with children, young people and their families.

• Developing skills and gifts to use creatively in service of children, young people and families across the villages of the Benefice.

**To sustain and grow existing youth and children’s ministry by:**

• Overseeing, developing and including planning and leading sessions aimed at different age groups.

* Encouraging responsible teenagers to take on leadership responsibilities where appropriate.
* Participating in the running of local Holiday Clubs.
* Liaising with existing Youth Support agencies regionally and nationally in order to gain new ideas to bring to the Project.
* Building on the links already made with local families.
* Participating in the continuing development of the Harvington and Lenches Messy Church
* Promote the Project to new families arriving in the villages particularly where there is a new housing scheme.
* Bring ideas to the Project Steering Group of a fund-raising and sponsorship nature and assist in co-ordinating activities agreed to raise money and the profile of the Project work.
* Be proficient in all aspects of social media platforms used by young people.

**To be involved with the schools’ ministry, by:**

• Working closely with both Harvington and Church Lench Church of England First Schools

• Working with other schools to create opportunities for children to explore faith, alongside key partners such as neighbouring church youth workers and diocesan staff.

• Supporting the school through leading acts of collective worship such as Open the Book assemblies.



**Job Description (continued)**

**To develop and implement effective, sustainable and transferable children’s engagement and discipleship pathways so that children and their families become disciples in either existing or new worshipping communities, including:**

• Resourcing and developing a new youth group covering other Benefice churches in the Lenches villages.

• Leading and supporting seasonal youth and children’s activities and services through the Christian year.

• Organising youth and children’s socials, trips and residentials

• Any other creative ideas that extend links with local families and suit the strengths and gifts of leaders.

* Have experience of, and facility in, working ecumenically
* Be able to travel regularly, widely and flexibly in both the rural and the urban parts of the diocese. A current driving licence is essential unless suitable alternative arrangements can be made.

**Other duties and responsibilities:**

• Planning and preparation of all activities, travel time, attending training, developing team of volunteers, correspondence and suitable social media communications.

• Uphold high safeguarding standards in line with the local policies which are derived from our diocesan safeguarding team. Use the appropriate reporting process to highlight any issues with the local safeguarding officer.

• Contribute to parish, deanery, diocesan and Baptist life as required by the role and as agreed with the Steering Group

**Person Specification** 

*This post is subject to an occupational requirement under Part 1 of Schedule 9 to the Equality Act 2010 due to the representational aspects of the role within the Diocese of Worcester that the post-holder be a committed Christian, lay or ordained, and an active communicant member in good standing within the Church of England or of a Church which is in Communion with the Church of England, or a Church that is a member of the Churches Together in Britain and Ireland, Churches Together in England or the Evangelical Alliance.*

**Personal Qualities:**

• A practising Christian with a mature faith in Jesus.

• Warm, winsome, friendly, consistent, patient and helpful.

• Self-aware and great at connecting with people from all walks of life.

• Someone who enjoys being part of a team.

• Trustworthy, discrete and pastorally sensitive.

• Able to maintain confidentiality.

• Quick to forgive.

• A natural networker and mentor.

**Experience and Skills:**

• Broad and deep experience of Christian youth / children’s work and / or relevant qualification relating to ministry with children, young people and families.

• Recent experience of planning and developing innovative expressions of ministry of the church with children/young people.

• Experience of developing and inspiring volunteer teams and managing volunteers.

• Can demonstrate how they have motivated others and inspired change in a community setting.

• Can demonstrate continuing professional development and familiarity with current developments in the theory and practice of youth / children’s ministry.

• Understanding of young people as full and equal members of the church.

• Thorough understanding and practical experience of the issues of Safeguarding.

• Able to demonstrate how they have achieved credibility with children and young people, with colleagues, clergy / other ministers.

• A good standard of IT skills particularly in applications such as, or similar to, Microsoft Office

• Awareness of data protection legislation and the need for confidential / secure storage of sensitive information.

• Excellent communication skills, both orally and in writing.

• Be prepared and willing to work outside normal office hours, as work in the evenings and at weekends will be core to the effectiveness of the role.

• Have a satisfactory outcome of Disclosure & Barring Service enhanced plus barred list disclosure

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**Terms and conditions**

**Reports to:** Peter Ashplant chair of The Harvington Youth Project Steering Group

**Liaises with:** Ministry Leaders in Anglican and Baptist churches, PCC and Baptist Leadership meetings, children and youth volunteer team, Parish Council and local schools.

**Places of work:** The role is expected to consist of home-working and at a desk in the Baptist Chapel. At the moment, the existing 3 week night groups operate from the Baptist Chapel in Harvington.

**Hours of work:** Full-time (37.5 hours per week). The nature of this role means that evening and some weekend work is required. Regular days off to be agreed with the Steering Group. Time off in lieu will be given where appropriate.

**Annual leave:** 25 days per year, plus statutory bank holidays.

**Role review:** There is a six-month probationary period for this role. The post holder will then receive an annual review of the role, job description, terms, and package.

**Salary:** £27,681

All reasonable and approved working expenses will be reimbursed in line with Harvington Youth Project policies. The Project will make pension contributions in line with policy as appropriate.

**Contract:** a 5-year term of funding has been secured