

# THE CHURCH OF SCOTLAND

## JOB DESCRIPTION



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<b>Title of Post:</b>	Children and Youth Worker
<b>Responsible to:</b>	This is a Ministries Council Appointment but you will be responsible to the Parish Minister of Wallacewell Community Church  This is a 22.5h post (0.6FTE)
<b>Date:</b>	August 2017
<b>Main Purpose of post:</b>	This post aims to provide tools for youth and children striving towards community transformation using a holistic approach which brings together schools, community groups and church in a local area fulfilling the heart of our vision “Loving our Community to Life”

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### BACKGROUND

Wallacewell Community Fellowship is a New Charge Development that works within the communities of East Balornock, Barmulloch and old Robroyston. The local area has two primary schools and a secondary school.

### MAIN DUTIES

- Assess the needs of children and young people in our region planning and delivering programmes related to areas of greatest need and interest. These will include:  
Wallacewell Community Fellowship: (approximately 50% of time)
  - Develop the following existing initiatives:
    - Sunday Morning Youth and Children’s programmes
    - Youth Café’ – 1st two Saturday’s of the Month 7-9:00 pm
    - Youth Church – Tuesday evenings from 7-8 pm o Family Fun Nights – 6 times a year with kids and parents coming together in a “Messy” Church night.
    - Kids Café’ – Tuesday afternoons Term time
  - Plan at least one residential trip with eligible Youth per year.
  - Run activities that can be arts based, sports, and engaging with the outdoor community garden.

- Teach Biblical life skills using a variety of programs such as Scripture Union, Youth Alpha etc.
- Regularly monitor and review the quality of the local youth work provision

Primary Schools Outreach work: (Approximately 30% of time)

- Work with the existing Bullseye program with for vulnerable youth
- Engage with the SU at Wallacewell Primary and look for opportunities to develop similar outreaches in other primary schools.
- Lead and develop a team for summer outreach programs and a summer Holiday Club
- Encourage youth, children and their families to attend Sunday programmes that are developed with the support of families with youth and children.

Secondary Schools Outreach Work: (20% of time)

- At the invitation of the Head Teacher, and in partnership with Springburn Parish Church chaplain, investigate how to support programs that may be initiated.
- Promote and develop partnerships with other Churches and para-church ministries that seek to work with youth.
- Seek opportunities to build appropriate relationships with young people
- Be able to explain the Good News of Christianity in a way that engages young people and their youth culture.

**General**

- Work with parents and leaders in the recruitment, training and encouragement of suitable volunteers to support, sustain and develop all areas of youth and children's work;
- Practice and promote high standards of Health and Safety, Child protection, tolerance and inclusion within the premises, including ensuring that equipment and premises are used appropriately
- Identify and pursue sources of funding for projects to improve services and or resources for youth and children.
- Manage finance and administration of youth and children's data and records as appropriate;
- Promote and publicise children and youth activities.
- Report regularly to Wallacewell's Core Team and Commission, attending meetings as necessary
- Participate by agreement of the line manager in events run by others that contribute generally to Christian Youth Work in Scotland and or provide the worker with training and /or experience;
- Take part in staff meetings and local community network meetings as appropriate
- Undertake reasonable duties as directed by the Parish Minister
- Contribute fully to the Ministries Council appraisal process

**Person Specification: Children and Youth Worker.**

	Essential	Desirable
<b>Skills, abilities and knowledge</b>		
Proven significant experience in working within an education environment (Primary or Secondary – voluntary or salaried)	√	
Extensive experience of working with young people in a church environment	√	
Experienced in establishing community activities	√	
Experience in recruiting and leading volunteers	√	
Experience in managing projects	√	
A strong commitment to young people and an understanding of the factors affecting their lives.	√	
Proven experience in providing reliable support to children and young people in times of stress	√	
Proven ability to communicate, liaise and negotiate with a diverse range of people.	√	
Excellent organisational and administrative ability	√	
Proficient ICT Skills in Word, Excel and Power Point or Mac	√	
Experience in delivering volunteer training		√
Experience in working creatively with arts and crafts		√
Experience in delivering presentations		√
Experience in report writing		√
Experience in writing funding applications		√
<b>Personal Qualities</b>		
Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010	√	
Ability to build relationships with children, youth and parents	√	
Passion for seeing young people reach their full God-given potential	√	
Self-motivated	√	
Integrity.	√	
Resilience	√	
A sense of adventure and willingness to try new things		√
Interest in sport		√
Interest in performing arts		√
Creative Thinker		√
Excellent planning skills with ability to prioritise work and workload	√	
<b>Educational requirements</b>		
Qualified to degree level, or similar, or accredited training in youth work, or significant, relevant and recent work experience in this area	√	
Significant experience in Christian Youth ministry (salaried)	√	

## **Terms and Conditions:**

### **Terms and Conditions: Childrens and Youth Worker**

- The salary scale will be £24,266 - £27,432 pro rata per annum.
- Normal hours of work will be 22.5 hours per week. The nature of the work calls for a degree of flexibility, thus hours of work, which are as agreed with line manager, may vary from day to day.
- The post is based at Wallacewell Community Church.
- There are 5 weeks pro rata annual paid leave in each full holiday year which runs from 1 January to 31 December. Entitlement is based on full weeks worked. There are also 9 pro rata statutory holidays.
- Travel expenses by public transport or by use of own car at rates as agreed by your Employer and reviewed annually. Car mileage will be paid by the Employer in the first instance and re-claimed from the congregation on a quarterly basis.
- In view of the nature of the post, the postholder will be required to have membership of the Protecting Vulnerable Groups Scheme (PVGA) for work with children.

Informal enquiries should be made to Rev Daniel Frank Tel: 07745 732627