

**Children and Families Outreach Worker
Ruchill Kelvinside Parish Church**

JOB DESCRIPTION

Title of Post: Children and Families Outreach Worker, Ruchill Kelvinside Parish Church 18 hours per week.

Responsible to: The Minister of Ruchill Kelvinside Parish Church

Date: June 2018

Main purpose of post: To nurture children and young people in their faith. To pastorally support families within the church; to oversee and develop children and families ministry on a Sunday within the church, and during the week within the local community through the Mainly Music and other ventures.

MAIN DUTIES

- Caring pastorally for the Children & Families already worshipping at Ruchill kelvinside Parish Church
- Seeking to make contact and build bridges with families in the community, through assisting in the running of Mainly Music.
- To co-ordinate and recruit volunteers for the continued running of Mainly Music.
- Leading children's talks, where invited by the minister, as part of a Sunday morning service.
- Coordinating and leading (or co-leading) all-age family worship services.
- Developing the work of the Sunday School – identifying resources, leading and training a team of helpers, providing age-appropriate teaching for pre-school and school age young people.
- To take the lead in running holiday clubs and other events throughout the year e.g. light party, Christmas party.

- To network with local agencies involved in children and family work.

Additional duties

- To be motivated to manage and organise own work load.
- To work Independently and as part of a team.
- To provide information e.g. prayer points to enable church members to pray for the work
- To contribute fully to the supervision and appraisal process
- Undertake such other duties as may be required from time to time by the line manager.

Person Specification: Children and Families Outreach Worker

	Essential	Desirable
Skills, abilities and knowledge		
Experience of co-ordinating and participating in Christian outreach to children and families.	√	
Proven ability to communicate well with all age groups.	√	
Highly developed inter personal and organisational skills	√	
Flexibility required as weekend and some evening working required.	√	
Basic IT skills email, power point, rota's and basic promotional material for events.	√	
Experience in relating to those with little or no church connection	√	
Experience in a variety of children's / family/ young people's work (either in a voluntary or paid capacity)	√	
Experience in working in partnership with other churches		√
Holder of a full valid driving license and owner of a car or full access to alternative private transport as required		√
Personal Qualities		

Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010.	√	
Good oral, written and listening skills	√	
Positive and enthusiastic with ability to enthuse and encourage others	√	
Proven ability to work collaboratively with colleagues and contribute to effective team working	√	
Excellent planning skills with the ability to prioritise work and workload	√	
Openness to and able to evidence different ways of working and trying new initiatives	√	
Educational requirements		
Qualified to degree level or similar or accredited training in youth / children's work.		√
On-going commitment to continuing professional development including willingness to work towards qualification and accredited training.	√	

Terms and Conditions:

- Salary is £10, 296 pa. £11ph. The post is initially for one year, funding will be sought to continue the post.
- Whilst normal hours of work will be 18 hours per week as agreed locally, the nature of the work calls for a degree of flexibility, thus hours of work which are as agreed by the Line Manager may vary from day to day. Evening and weekend work will be required.
- The post is based in Ruchill kelvinside Parish 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.
- In view of the nature of the post, the successful candidate will be required to become a member of the Disclosure Scotland PVG Scheme.

- In order to comply with the Asylum and Immigration Act 1996, the successful applicant will be asked to provide document(s) confirming their eligibility to work in the United Kingdom

Informal enquiries can be made to: Rev Mark Lowey 01419596718.
mlowey@churchofscotland.org.uk