

Appointment of

CHILDREN AND FAMILIES WORKER

Castlemilk Parish Church, Presbytery of Glasgow

Closing date – 12 noon Monday, 25 November 2024

Job Reference Number: M24/24

Responsible to: Parish Minister



About the Church of Scotland

The Church of Scotland is a national Church providing ministry, care, witness and service across the whole of Scotland and engaging in other parts of the UK and across the world. It has been a significant part of the life of Scotland for more than 450 years. As well as providing worshipping communities of faith that testify to the truth and relevance of the Christian faith, it also plays a significant part in the community life of Scotland in a variety of ways and adds significantly to its social capital.

The Church of Scotland today works in partnership with others, including churches from around the world, ecumenical partners, interfaith networks, charities and individuals. It engages with Government and civic society, believing that the Good News of Jesus is relevant within the spheres of politics and decision-making, as well as in our local communities and congregations.

Ministries Development Staff

Working in the parishes across Scotland, our Ministries Development Staff (MDS) provide additional support locally to complement the work of Parish Ministers. Employed by the Ministries Council of the Church of Scotland, the work that is carried out by our MDS colleagues is invaluable in making a difference to the lives of people in our churches and communities. The Ministries Council employs over 100 staff who are working in roles such as Deacons, Parish Assistants, Children, Youth and Family Workers, Outreach Workers, Pastoral Assistants and Community Development Workers. With support provided centrally from the Faith Action Programme and Human Resources team in the national offices, our MDS colleagues will have access to a full suite of wellbeing and learning opportunities. This sits alongside local collaborative working between line manager, kirk session and presbytery.



About the Parish

Castlemilk Parish Church, 'Serving God at the heart of the Community', is a successful union of the former Castlemilk East and West congregations and as part of this union we undertook the task of closing both former buildings and constructing a new building that we could call home. Both churches were formed in 1955 when Castlemilk housing scheme was built. The ordination of both ministers was conducted within Carmunnock Parish Church, as both churches had not been built at this time.

Part of the purpose of this new build was to be able to offer a new model of church at the heart of the community and to offer space in the centre of Castlemilk to partner organisations working for the wellbeing of local people. It can accommodate 160 people. Its main hall mirrors as a church and hall. There are two further smaller halls and a cafe area which are well used by church and community. The new church building was opened in August 2016.

The church is a real hub of church and community activities with staff and volunteers on hand to offer advice and support to visitors. As well as issuing Pantry vouchers, they run two after school groups – a weekly Wee Walking Group for 10 primary school pupils during school term, a weekly Film Club for 20 primary school pupils, both of these activities are well supported. They also support the Green Hearts craft group, Men's group, morning and evening prayer groups, Monday Soup & Sandwich lunch, Tuesday Tea & Scones, The Guild, GOD group, monthly Community Meal and other ad hoc events and activities.

Community activities include; Line dancing, Homestart, Guides, AA, Al-Anon, Slimming World, White Heather group, local Councillor surgeries and other ad hoc events and activities.

Communication is available online via church and Facebook sites. The church weekly newsletter 'The Messenger' provides regular church and local news and what's on information.

We are involved with other faith groups and churches; e.g., Castlemilk Community Church, Roman Catholic churches, supporting each other's work and activities.

Context of the role

Castlemilk Parish Church - Serving God at the heart of the community. The church is a real hub of church and community activities and this post has been identified to assist the Kirk Session to continue its work in supporting the congregation and community in relation to Children, Families and Young People. This role will also work with relevant groups and individuals to enhance the lives of vulnerable people in the community.



Role description

Title of Post:

Children and Families Worker

Responsible to:

Parish Minister

Purpose of Post:

To develop the work of Castlemilk Parish Church to serve the needs of both the community and the congregation in relation to Children, Families and Young People, and to work with relevant groups and individuals to enhance the lives of vulnerable people in the community.

Main Duties

- Play a key role in the support of children and families in the community, understanding the needs and challenges that they might face.
- Seek to develop new initiatives and opportunities to encourage children and their families to be involved in the life of the Church
- To build on existing relationships with local primary, high, special educational needs schools and youth complex and develop this work as required.
- To build on existing after school clubs, currently two days per week and to expand new activity and age groups.
- To work alongside the Community Development worker to organise and support events in church and community i.e. Food & Fun activities, community meals etc.
- Recruit, support and develop volunteers, and engage with volunteer networks.
- Support Minister and Pastoral Care group in pastoral matters relating to congregation and community.
- Further the engagement of the congregation in the parish through dialogue and
- co-operation with local groups and other faith communities, with the aim of developing the church as a place of welcome in the community
- To provide children's ministry on two Sundays of the month.
- Carry out such other duties as may be required from time to time.

Additional Duties

- Attendance and reporting to monthly Kirk Session meetings.
- To be responsible for administration duties as required and in relation to the post.
- To contribute fully to monthly support and supervision and annual appraisal process.



Person Specification

It is an essential requirement of this role that the post-holder is a committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010.

The successful candidate will have:

- Have significant experience of work with children and young people
- Understanding of the issues that affect children and families in Priority Areas, and the ability to relate to them
- Ability to engage with people who have little or no Church connection
- A commitment to partnership working: maintaining and developing links with other churches and faith and community organisations locally
- Have a good working knowledge of the Church of Scotland, and be comfortable working in an ecumenical environment
- Demonstrable ability to encourage good practice in working with, and motivating volunteers
- Experience of project/centre management, including health and safety and hygiene (catering) or willingness to undertake training
- Excellent planning skills with the ability to prioritise work and workload
- IT literate including use of social media
- Openness to and able to evidence different ways of working and trying new initiatives
- Positive and enthusiastic with ability to enthuse and encourage others
- Ability to communicate effectively with others using highly developed interpersonal skills
- Ability to work unsupervised with readiness to use own initiative
- Proven ability to work collaboratively with colleagues and contribute to effective team working
- Qualified to degree level, or similar, or accredited training in Youth Work or Intergenerational ministry, or have significant, recent and relevant work experience in this area
- On-going commitment to continuing professional development including willingness to work towards qualifications and accredited training

Applications will be assessed in respect of the above criteria.



Employment Benefits

As a member of staff within the MDS, you will be able to access a number of benefits. All eligible MDS employees will be automatically enrolled into a defined contribution pension arrangement where you will be auto-enrolled at the default rate of 2.5% employee contribution and 14% employer contribution. You will have the option to reduce your contribution or opt out of the scheme.

Current Pension Contributions

Employee Contribution	Employer Contribution
0%	11.5%
0.5% and less than 2.5%	11.5%
2.5% and above	14.0%

You will also have access to our Employee Assistance Programme, Occupational Sick Pay, enhanced family friendly policies, Flexible Working Policy, Hybrid Working Policy, Cycle to Work Scheme, Chaplaincy Service and Death in Service Benefit.

Terms and Conditions

- Salary is based on the MDS scale of £28,815 - £32,575 per annum. This is the full-time salary scale and actual salary will be pro rata to 0.6 FTE.
- 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 the line manager, may vary from day to day.
- This is a permanent post.
- The post is based at Castlemilk Parish Church.
- There are five weeks paid leave (187.5 hours pro rata) in each full holiday year which runs from 1 January to 31 December. Entitlement is based on full weeks worked. There are also nine statutory holidays. Entitlement increases after five years' service to six weeks (225 hours pro rata) annual paid leave
- Travel expenses by public transport or by use of own car (if appropriate) at rates agreed by the employer are payable and reviewed annually.
- Membership of Disclosure Scotland PVG Scheme will be required.
- It is essential you have the right to work in the UK before applying to work with us. You will be asked to provide proof of your eligibility to work and remain in the UK if you are invited to attend for an interview.
- 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.
- An employment medical check will be undertaken as part of our recruitment process.

For a confidential discussion regarding the role, please contact Alasdair MacMillan, Interim Moderator, alasdair.macmillan@churchofscotland.org.uk

Interviews are scheduled to take place week beginning 9th December 2024

How to Apply

Applications should be sent by email to **recruitment@churchofscotland.org.uk** and must be received by 12 noon on the closing date.

Applications should comprise:

- A personal statement, outlining how your skills, experiences and personal qualities match the requirements of the role outlined in the job description. Please provide reference contact details for your last two periods of employment (this would normally be your direct line manager/supervisor). If you have had more than two employers in the last three years, please provide referee contact details for that period. References will not be contacted until later in the process.
- A full CV, including educational and professional qualifications alongside a full employment history showing positions held, responsibilities and relevant achievements.
- A personal information form, to be downloaded and attached.

Applications without a CV, personal statement and personal information form will not be taken forward in the process.

Each document should be a maximum of two sides of A4. For more information on any of our roles, please contact **recruitment@churchofscotland.org.uk**