

Job Description

Christian Children and Youth worker

At Hillmorton Paddox Methodist Church, Rugby CV22 5HD

Part time post averaging about 8 hours per week ideally starting 1st September, initially for a 3-year contract

Salary £3880 to £4462 (£10 to £11.50 per hour)

Duties

- To find ways of engaging with children and young people to increase their interest in the church
- To liaise with and help the minister with activities in the local schools and in Church as appropriate
- To develop activities for young people and children that will enable faith to grow
- To lead the existing weekly toddler group and youth club
- To assist with Junior Church (once a month)
- To coordinate and motivate the volunteers assisting with the Church's children and young people's activities
- To organise 'Fun mornings' or similar events in the school holidays
- To attend training and meetings as required
- To comply with our safeguarding policy

Qualities and skills

A passion for spreading God's word among young people

Experience of working with children and young people

Flexibility of hours would be an advantage

Hours

Your normal hours of work are 388 per annum as follows:

During school terms - 8 hours per week on average (38 weeks per annum)

During school holidays – 20 hours during the summer holiday and 4 hours during other holiday periods

Sundays – 2 hours per month on average throughout the year

20 hours for special events

www.paddoxmethodist.org.uk

Apply with CV and covering letter to Jane Lewis (01788822225 or janelewis00@yahoo.co.uk)

Applications must be in by 12/8/18

Interviews to be held around the end of July

Terms and conditions

- Terms of appointment: Part time initially for 3 years
- The salary will be £3880 to £4462 per annum
- Normal working pattern: approximately 8 hours a week including some evenings and weekends, with some flexibility around
- All reasonable expenses will be reimbursed and an allowance is given for purchase of consumables.
- There is a contributory pension scheme to which eligible lay employees will be auto enrolled.
- 20 days annual leave entitlement per year (pro rata) plus bank holidays
- Appointment will be subject to a satisfactory Enhanced Disclosure & Debarring Service (DBS) disclosure.
- Appointment will be subject to satisfactory references
- Appointment will be subject to the satisfactory completion of a three-month probationary period.

Management

The Lay Employee will have a line manager whose responsibilities will be to:

- Become familiar with the work of the Lay Employee.
- Work with the Lay Employee to encourage the church to respond to new challenges and opportunities in mission.
- Determine priorities for the work.
- Monitor and evaluate progress with the Lay Employee on a regular basis (meetings will take place monthly during the probationary period and quarterly thereafter).