



Children and Families Worker



Job Description



INTRODUCTION

About St Paul's

We know you'll love St Paul's. We're a large and vibrant Anglican church (electoral roll of 412) in the heart of Winchmore Hill in North London. Children and young families are pivotal to our common life and mission, and we have a vision and desire to see this ministry grow and flourish.

60-80 children
come to church on
Sunday mornings

We're busy on Sundays. Between 60 and 80 children and around 170 adults attend our morning services. Our 0915 Family Service is aimed at families with pre-school children, and around 50-60 children, most of whom are under 5, attend. Groups for children and young people run during the 1030 Parish Eucharist, with 15-20 children and young people coming during term-time. Worship is liturgical, embracing both the formal and the informal, with the Eucharist at its heart.

Like babies? Winchmore Hill is full of them. 30-40 babies and children are baptised at St Paul's each year. We prepare 10-15 children and young people for confirmation each year, and around 25-30 adults, the majority of whom are young parents. The Mothers' Union runs a weekly toddler group, and the church hall is rented by a nursery school during term time.

We love our amazing school. St Paul's School is a two-form, voluntary aided, Church of England primary school, rated 'Outstanding' by Ofsted. The whole school community worships in church at least twice a term, and the church actively participates in all areas of school life, especially RE and collective worship. The annual Christingle services are a sight to behold.

'Outstanding'
school

Beavers abound! Over 100 children and young people are part of our sponsored uniformed organisations: beavers, cubs, rainbows, brownies, and scouts. At least once a term the Parish Eucharist is a Parade Service.

And Winchmore Hill is lovely. In case you haven't heard of it, it's a leafy suburb in the London Borough of Enfield, with an idyllic village green, and lots of great cafes, pubs, restaurants and green spaces. But don't be fooled into thinking it's sleepy; it's a buzzing place just 25 minutes by train from central London.





About the role

This is a new role, so you'd be our first ever Children and Families Worker.

We've created it because, although we have an amazing ministry with children and families, we realise that there's so much more that could be done. And children's and families' ministry is so important to us that we want to have a full-time person dedicated to helping us build and implement a vision and strategy for it.

One of our massive challenges is that we lose quite a lot of families as children get older: we have loads of babies and toddlers, but not so many Key Stage 1 and Key Stage 2 children. We want to see children of all ages worshipping God and growing as disciples of Jesus Christ.

The Children and Families Worker will be focussed on mission and ministry among children aged 0 to 11 and their families. The purpose of the role is to help us to

1. engage with and evangelise the large numbers of pre-school children and their families with whom we have contact;
2. nurture the discipleship of children and young families as children progress through Key Stage 1 and Key Stage 2;
3. develop sustainable, outstanding links with our Church of England Primary School and our Uniformed Organisations to nurture and develop children's and families' faith;
4. reach out with the love of Jesus Christ to children and young families with whom we have not had any previous contact;
5. become a resource to develop children's and families' ministries in less well-resourced parishes, conscious not only of the economic disparity in our deanery and borough, but also nationally.

The Children and Families Worker will be joining a team which is made up of:

- the Vicar;
- an Assistant Curate (part-time);
- two part-time administrators;
- several Licensed Lay Ministers (LLMs);
- and lots of volunteers.





What we're looking for

We're looking for someone who has a deep Christian faith, and loves working with children and young families – and lots of them!

You will be someone who enjoys spending lots of time with children, and are able to relate to them and command their respect. At the same time, you will be someone who is good at relating to adults: both the parents and guardians of children, with whom you will build solid and lasting relationships, but also with the whole church community, enthusing every single person with a vision for a flourishing ministry with children and families.

You'll be someone who is passionate about the good news of Jesus Christ, and who is able to share that good news with others.



What we can offer you

We believe that St Paul's is an exciting and rewarding place to minister and work. We can offer you:

- A supportive and can-do church family, which values the presence of children and young families, and wants to see this ministry grow and flourish.
- A Vicar who is himself passionate about and experienced in ministry with children and young families, who will give you prayerful and practical support and supervision, and also freedom for you to be creative and imaginative.
- A place where you can grow as a Christian, where prayer and discipleship are important.
- A ministry among children and young families which is already flourishing – you won't need to start from scratch – but which also has enormous potential for growth and development.
- Training and development.
- A competitive salary.





JOB SPECIFICATION

Title	Children and Families Worker
Employed by	The Parochial Church Council (PCC) of St Paul's, Winchmore Hill
Responsible to	The Vicar and PCC
Line managed by	The Vicar, Fr Daniel Sandham
Responsible for	Children's ministry volunteers

Responsibilities

1. Help develop a vision and strategy for children and families to grow in discipleship, and develop their sense of belonging to the church.
2. Be involved in the planning and leading of our 0915 Family Service, and help to develop its evangelistic potential.
3. Coordinate and develop our 1030 children's groups, curating and developing content, communicating with parents, and recruiting and training a strong team of volunteers.
4. Be pastorally responsible for children and young families, and build relationships which enable life-long discipleship, including welcoming new families and connecting them with the wider church family.
5. Ensure safeguarding practices are upheld in consultation with our Safeguarding Officer and team, ensuring volunteers are DBS checked, trained, and kept up to date with policies and procedures.
6. Increase children's participation in the liturgy, including encouraging and training them to share in liturgical ministries such as reading and serving.
7. Set up and coordinate a Junior Church Council, so that the voices of children are heard at every level of parish life, and our fed into our overall mission and strategy.
8. Take part in collective worship, school services, and RE in St Paul's School, and develop relationships with children, parents and staff to improve the cross-fertilisation between school and church.
9. Nurture relationships with our uniformed organisations and toddlers' group, including involving them in worship and prayer.
10. Develop our relationships with children's organisations in the parish, including nurseries, groups and schools.
11. Assist in baptism preparation and follow-up.
12. Coordinate and deliver children's Christian formation, especially in preparation for confirmation.
13. Plan and implement new ways in which we can reach children and families with God's love.



14. Develop St Paul's as a resource for other churches, particularly those in deprived and less well-resourced areas.
15. Attend and take part in ministry and staff team meetings, and attend and take part in daily prayer.
16. Report to the PCC, including attending meetings.
17. Hold the budget for ministry among children and young families.

PERSON SPECIFICATION

Essential

1. Passionate about your Christian faith and able to share it joyfully with others.
2. Experience of church involvement in a paid or voluntary setting.
3. Experience of working with children in a paid or voluntary setting.
4. Understanding of the importance of safeguarding and familiarity with current safeguarding policies and practices.
5. Ability to communicate effectively verbally and in writing with both children and adults.
6. Ability to manage, develop and recruit volunteers, recognising and developing people's skills and callings.
7. Comfortable in a Christian tradition which is liturgical and centred around the Eucharist, and embraces both the formal and the informal.
8. Able to form relationships with key stakeholders within and beyond the church, and able to relate to people from different backgrounds.
9. Be strategic, with an eye on the future as well as the present.
10. Ability to work as part of a team.
11. Vision, initiative, and self-motivation.
12. Strong administrative skills.
13. Competent with IT, including Word, PowerPoint, and Excel.
14. Experience of using a wide range of social media effectively, and keeping up with social media trends.

Desirable

1. Able to lead all-age worship and preach.
2. A qualification in children's ministry or theology.
3. Experience of leading a team.
4. Experience of pastoral ministry, either formal or informal.
5. Familiarity with primary school life.
6. Experience of budgeting and financial planning.



Key terms

Pay	£24k-£26k, dependent on experience
Hours	Full time (35 hours a week), including Sunday mornings and some evenings. The post-holder would be expected to work at Christmas and Easter, for which time off in lieu will be given. There is the possibility of the post being part-time and/or involving flexible working.
Place of work	Desk space will be provided in the Parish Office. But we want you to be out and about more than you'll be in the office.
Holiday	25 days
Benefits	Pension scheme
DBS	This appointment is subject to an enhanced DBS check
Occupational Requirement	This role has an Occupational Requirement to be a practising Christian, as permitted under Schedule 9 Part 1 of the Equality Act 2010
Contract	Fixed-term 2 year contract, with a view to a further two years dependent on results and resourcing. 3 month probation period.
Accommodation	Accommodation is not offered with this post. However, we can try to help you find suitable accommodation if required.





HOW TO APPLY

Further information

Our website (sorry it's a bit dated - we're getting a new one soon): www.spwh.org

St Paul's School: www.st-pauls.enfield.sch.uk

3rd Southgate: www.3rdsouthgate.org.uk

We're on Twitter (www.twitter.com/spwh) and Facebook (www.facebook.com/spwh1828).

For an informal conversation or further details please contact Fr Daniel Sandham on 020 8886 3545 or at vicar@spwh.org

Next steps

To apply, please send

- a covering letter to introduce yourself and tell us why you are suitable for this role
- an up-to-date CV
- details of two referees, including postal and email addresses

to Fr Daniel Sandham at vicar@spwh.org

Deadline: Tuesday 1st October, 12noon

(Successful applicants will be notified by 4th October)

Interviews: Monday 14th October

Start date: December 2019/January 2020

