



## **St Cuthbert's Youth and Children's Co-Ordinator Position**

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### **1. The Role**

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**We are particularly keen to invest in the youth side of our provision (11s-18s).**

**Specific responsibilities for the role include:**

#### **Discipleship**

- 1.** Being rooted in our church family and community.
- 2.** Modelling a lifestyle of discipleship to all and investing in one's own walk with Christ with an ongoing commitment to personal prayer, the reading of Scripture, and openness to the working of the Holy Spirit.
- 3.** Overseeing and managing all Sunday youth and children's groups.
- 4.** Taking a lead with our youth ministry, including mid-week discipleship and outreach opportunities.
- 5.** Teaching and inspiring our children and young people to base their life on the Bible as God's word, while encouraging them to develop their confidence in being open to the Holy Spirit, and practicing spiritual disciplines including the sharing their faith with their friends.
- 6.** Offer courses such as Youth Alpha that will enable children and young people to hear and respond to the Gospel, and encourage them in marking milestones on their faith journey through preparation for Baptism and Confirmation.
- 7.** Helping to recognise, develop and release the different giftings of our children and young people.
- 8.** Organising and encouraging children and youth involvement in key memory-making events and trips away, e.g. Luminosity, as well as a variety of socials and activities.
- 9.** Preparing our young people for a faith that lasts, including offering a preparation for university course, helping them to find a church and to maintain contact with the family at St. Cuthbert's.



## **Outreach**

1. Developing our current outreach events and pioneering new ones.
2. Building on outreach opportunities in the community – such as links with local primary and secondary schools.
3. Forging deeper links with our uniformed organisations.
4. Partnering with us in our exciting 'community hub' vision.

## **Management & Strategy**

1. Taking a key role as part of the leadership team in the church, including involvement in Sunday and midweek gatherings of St Cuthbert's.
2. Having a strategic vision for youth work and children's work in the church.
3. Exercising management of volunteers, focused on equipping, empowering, building team and maintaining motivation.
4. Empowering parents, grandparents and guardians to bring up children and young people for a life of faith.
5. Developing intergenerational relational links across the church – including every child and young person in the church being regularly prayed for.
6. Attending staff meetings and other relevant groups (e.g. PCC) and representing youth and children's work at them.
7. Helping the Safeguarding Officer and DBS lead with the management and administration of DBS disclosures.

## **2. Employment**

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**Length of contract:** 2 years, with an expectation of growing into the role and the hope of extending it for longer. A comprehensive contract for the role will be issued, including the items below and other details such as notice period, procedures for sickness absence, grievance, capability and disciplinary.

**Start Date:** As soon as possible.

**Work pattern:** 37 hours a week would include Sundays and evening work. The role will also involve some Saturday working as appropriate. (Fewer hours may be negotiated if this suits the candidate.)



## ST CUTHBERT'S FULWOOD Preston

**Holiday:** Pro-rata, you will be entitled to 20 ordinary days holiday (including up to 5 Sundays) in the first year rising by 1 day per completed calendar year up to a maximum of 25 days per year plus 8 bank /public holiday.

**Salary:** Pro-rata, your salary would be in the range of £20,856 to £22,780 plus pension contributions, dependent on experience and training.

**Pension:** You will be automatically enrolled in the National Employment Saving Trust (NEST) a defined contribution workplace pension scheme. (Church pays a contribution of 3% and employee pays 5% on qualifying salary.)

**Place of work:** A desk will be provided in the church office and/or the person may work from home.

**Expenses:** All expenses of work will be fully reimbursed.

**Review:** There will be a 6-month probationary period.

**Management:** The Vicar will be the line manager and will provide support through regular contact and team meetings. The role involves working with a team of supportive and enthusiastic volunteers. The employee is responsible to the PCC and will be asked to attend some church council meetings and present reports.

**Training:** Training and mentoring will be available as appropriate, and we will take seriously our responsibility to give back to you. We hope that you will be very happy as part of our church community.

**Transport:** A full driving license would be desirable.

**DBS:** This post is subject to an enhanced satisfactory DBS criminal record check which will be required prior to taking up post. The offer of the post is subject to this requirement being fulfilled, and all references and checks being satisfactory.