



ROLE DESCRIPTION

Children's and Families' Worker – 18 hours a week

Salary: £11,232+ 5% pension contribution

Reporting to: Operations Manager

Context

The post is part of the Transforming Mission (TM) project set up by the Diocese of Truro and part-funded by the diocese and the Church Commissioners. The purpose of Transforming Mission (Liskeard) is to grow the church in Liskeard and create a resourcing church to help other churches across South East Cornwall to grow as well. There is an emphasis on reaching young families, youth and young adults.

Transforming Mission in Cornwall started in Falmouth in 2017 and is now operating in a further four resourcing churches in Truro, Camborne, St Austell and Liskeard.

Reporting to the Operations Manager, this role will focus on the children and young families' ministry within St Martin's Church, Liskeard.

St Martin's Church, Liskeard

This post will be based at St Martin's Church, Liskeard, an Evangelical church which seeks to reach out to its community in the power of the Holy Spirit.



Sunday Preschool Group



ABC (Adults, Babies and Children) Group

St Martin's Church is the second largest church building in the diocese with a capacity of about 400. It superbly combines modern facilities with the beauty of a medieval church. The current average weekly attendance is 175. We currently have 20-25 children and babies attend our Sunday services. Our aim is to grow the average weekly attendance to 350-400, with 20% being under 18 years old.

In 2018, St Martin's completed a £600,000 reordering project, which included the removal of most of the pews, installation of underfloor heating, a kitchen area, creche area, second toilet, Wi-Fi and a top-quality audio-visual system. It also involved the complete refurbishment of the Lewis pipe organ.

Our church halls are a key resource for our children and young people's work and includes a dedicated youth area known as 'The Cellars'. Our hall complex also generates income from many hall hirers that are external from the church. Plans are in the early stages for a major renovation to our hall complex, which will massively improve the facilities where much of our children's and young people's work takes place.

Our Vision

St Martin's is a Spirit-led, prayer-focused, Jesus-centred, worshipping community. Our missional priorities are:

- Mission, evangelism & growth
- Discipleship & Good teaching
- Families & young people
- Community & looking after the poor

Our full vision document can be found on our website at: <https://smartchurchliskeard.co.uk/wp-content/uploads/2021/11/Vision-doc-amended-1.pdf>

Our partnership with Transforming Mission means that we want:

- To build a multi-generational church in Liskeard, with a heart for families.
- To guide everyone in our church to grow together as a Church family in our faith and love for Jesus.
- To act as a resourcing church to neighbouring parishes, helping them to grow as well.

Purpose of the Role

The Children's and Families' Worker will be responsible for supporting, developing and growing our families' and children's provision at St Martin's Church and occasionally in other churches, as required. The post will be working within the wider team, specifically alongside the Youth Lead and Children's Lead, and enabling cross-thinking and cross-working ministries. This role will manage the teams involved in various children's and families' activities, most of whom are volunteers. He or she will be line-managed by the Operations Manager and / or the Vicar, once in post.

The Children's and Families' Worker will continue to develop his or her gifts of the Holy Spirit, and in leading and empowering children and young families in our church to worship God and encounter His presence.

The Children's Leader will aim to:

- Build upon our existing children's and families' ministry and help grow and develop this to become a thriving ministry within St Martin's Church, Liskeard.
- Help to lead the discipleship growth and development of children and families.
- Help the Children's Lead to manage the teams involved in delivering the various young children's and families' activities.
- Help expand on existing links and to build new links into the community, including the primary schools, which will form the basis for future outreach work.
- Be proactive in initiating and leading on sharing the gospel and mission to children and young families in Liskeard and establishing a culture where others are encouraged and enabled to do the same.
- Help us to build a culture of caring for families within our church community, creating a cohesive community of believers, who will feel confident to invite their non-Christian friends and neighbours.
- Be open to the prompting of the Holy Spirit, and confident in exercising your gifts of the Spirit.
- Be a visible leadership presence within the church and wider community, including worshipping at St Martin's Church on Sundays.
- Be encouraged to be a member of a Life Group and to encourage others to join a group as well.
- Provide pastoral support and discipleship to children, families and volunteer team members.
- Play an active role in leadership and support of the creation of new worshipping communities within Transforming Mission as well as the growth and development of Liskeard as a TM Resourcing church.
- Use a variety of methods of communication (including social media platforms) to engage with families and promote the work of TM Liskeard.
- Understand, champion and implement best practice in families' and children's work.
- To ensure a policy of inclusion of all abilities, needs and backgrounds.
- Be responsible for ensuring that all those who serve on your teams have been safely recruited, and any new members be passed through to the safeguarding team.

This will involve:

ABC (Adults, Babies, Children)

Currently Tuesdays 9.30am to 11.00am & 1.15pm to 2.45pm + preparation and organisation

- Ensure that the ABC rota of volunteers is prepared, and that sufficient volunteers are available for each session.

- Oversee and be part of the team working alongside and supporting parents.
- Seek new ways with the team to enrich and develop this contact with largely unchurched families.

Children's provision for Sunday

There are currently three groups: Smart Youth (school years 4- 8), Smart Kids (school years: Reception - 3) and Smart Kids Preschool (ages 0-4 yrs)

- You will work alongside the Children's Lead and help organise the programme and the team rota for the three existing groups (and future groups), and ensuring they have all the necessary craft and other equipment or materials.
- Sunday mornings will form part of your weekly contacted hours. It is expected that you will lead or help in one of the above groups at least twice a month.

All-Age Worship

Alongside the All-Age Worship Team, you will take part in the planning, preparation and organising of the intergenerational worship. This currently takes place at once a month, and you will need to coordinate with the leadership on dates, themes, content and vision for this.

Kids Matter

This is a free parenting course, which we are currently unable to run. As Children's and Families' Worker, you will have oversight of Kids Matter and be required to build a team who will be able to run this. Your role will be in supporting, encouraging and resourcing the volunteer team, increasing the profile of the course, and communicating with outside agencies who have previously referred people to this course. You may be required to lead sessions and will need to undertake training with Kids Matter.

School Ministry

You will support the Children's Lead with:

- Supporting and helping with the schools' special church services such as Easter services, Christingles, school carol concerts and leavers' services.
- Support and work in conjunction with the school chaplaincy team.
- Keep in touch with the Open the Book team, and be available to support them pastorally and with prayer.
- Be able, or willing to be trained, to teach the bible and share the gospel in a classroom and in an assembly.
- Look to strengthen, build upon and develop the relationship that the church has with the two local Primary Schools.

Baptisms

Working alongside the Vicar, you will oversee the Baptism / Thanksgiving process, preparation and follow up.

Activities during school holidays

As part of the role, you will be involved in holiday clubs and activities during school holidays and we would also like to see at least one ABC group operating weekly throughout the holidays.

Annual events

You will be required to be present at and support our key annual events, some of which you may be involved in leading or coordinating, such as:

- Liskeard Show
- Ploughman's Festival
- Christingle
- Crib service
- Light party (31 October)

Other duties

Such other duties and activities that are required from time to time, to ensure the effective and efficient fulfilment of the role, and mission and ministry of the church.

Other aspects of the Children's & Families' Worker role

Health & Safety

- To adhere to St Martin's Health and Safety policy and procedure as well as any other related laws and to do all that is reasonable to promote care and safety in the fulfilment of the role and in daily working life.

Safeguarding

- To adhere to the national House of Bishop's safeguarding policy and procedure as well as any other related laws and to do all that is reasonable to promote care and safety in the fulfilment of the role and in daily working life for all who may be vulnerable. This includes a responsibility to remain up to date with your own safeguarding training at the level appropriate to the role. Please note that this role requires an enhanced DBS check.
- To undertake relevant training required to best carry out the role and to follow and support St Martin's Safeguarding Procedures and Policies.

Diversity

You will adhere to the church's equal opportunities and diversity policy. We understand the benefits of employing individuals from a range of backgrounds, with diverse cultures and talents. We aim to create a workforce that:

- Values difference in others and respects the dignity and worth of each individual.
- Reflects the diversity of the nation that the Church of England exists to serve.
- Fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential.

We are committed to being an equal opportunities employer and ensuring that all employees, job applicants, stakeholders and other persons with whom we deal are treated fairly and are not subjected to discrimination. We want to ensure that we not only observe the relevant legislation but also do whatever is necessary to provide genuine equality of opportunity. We expect all of our employees to be treated and to treat others with respect. Our aim is to provide a working environment free from harassment, intimidation or discrimination in any form which may affect the dignity of the individual.

Other policies

You will familiarise yourself with the church's other policies and procedures, as approved from time to time by the PCC, and to the best of your ability ensure that you and your team of volunteers comply with them.

Standards of Behaviour and Conduct

Staff are expected to act at all times with due consideration for others and in a manner befitting their position as employees of the Church and as professionals, whatever their job.

This job description is a summary of the key areas of responsibility in the job. It is not intended as a definitive statement of job content. This job description will be reviewed periodically and may be subject to amendment.