

## Children and Families' Pastor (Part-Time)

### ABOUT US

Beccles Parish is one parish of five churches in Beccles, Worlingham, North Cove and Barnby. Together, we are a vibrant community and children and young people are central to our identity as a parish. We want every child and young person we encounter to know that they belong, are fully known and loved by God, and to grow in relationship with each other and Jesus. To grow our active children and youth ministry within the parish, we are seeking to expand the team with a Children and Families Pastor.

At present, there are a variety of services and 'fresh expressions of church' across the parish. This includes monthly Messy Church and Wild Church, and Junior Church groups in both the Beccles town churches. We have great working relationships with the local primary schools and an active presence in them.

### JOB DESCRIPTION

**Job Title:** Children and Families' Pastor

**Location:** Beccles Parish

**Contract:** 25 hours per week (including Sundays), 3 years fixed term

**Remuneration:** £14 per hour, plus optional contributory pension.

**Responsible to:** The Children and Families' Pastor will be employed by Beccles Parish PCC and will be under the day-to-day supervision of the Youth and Young Adults Minister.

**Responsible for:** *Children and Families' Work Volunteers*

### Purpose and Objectives:

To be responsible for development of the mission and ministry programme for children and families within the church in consultation with the PCC and Ministry Team.

To enable children and families to develop their faith in Jesus and to participate fully in the life of Church, collaborating with the Youth and Young Adults Minister.

To share your faith enthusiastically and confidently; making disciple-making disciples will be one of the post-holder's main priorities.

To pray regularly for the children and families, with and for volunteers.

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### MAIN RESPONSIBILITIES:

1. Promotion of a culture of discipleship amongst children and young people where they encounter the living God, feed on his Word and are empowered by his Spirit;
2. To oversee and develop our work with children and families in a consultative process within the church, recognising the local contexts and community.
3. To raise disciple-making disciples – to be confident in sharing Christian Faith, Hope, and Love with children and adults so that they can go and do the same.
4. To help children and families to explore the Christian faith in a creative and dynamic way:
  - Leading intergenerational engagement in worship, mission, and ministry,
  - encouraging and supporting participation in a range of activities, including services, Junior Church, Messy Church, Wild Church, holiday activities, toddler groups, after school clubs, and parenting for faith sessions.
  - preparing and leading primary school assemblies, being actively involved in the delivery of RE related sessions and exploring the potential for lunchtime clubs and other ministries.
5. To consult with families and in partnership identify their needs and provide a range of faith-based intergenerational activities which aim to meet these needs.
6. To manage and administer an agreed budget to enable the ministry to develop.
7. Full, pre-prepared engagement in staff meetings to ensure vision and best practice is shared and built upon across the ministry of the church
8. To appraise and review initiatives set up and activities undertaken and change where necessary the action and focus of work after consultation with, and agreement, from the Ministry Team and PCC.
9. Oversight and support of a team of passionate and committed volunteers, including creating rotas and recruiting new team members when required for the Children and Families' activities.
10. Staying informed on legislation, local and national issues and examples of best practice in the field;
11. To work with the Rector and the Safeguarding Lead to ensure compliance with the Churches' Policy on Safeguarding and creating a safe space for all.

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### OTHER RESPONSIBILITIES INCLUDE:

- Undertake appropriate training (provided).
- Attend Ministry Team meetings as required.
- Produce written reports about the Children and Families work in brief for PCC meetings, and as an annual review for the APCM.
- Leading training for volunteers and contributing to training for the wider deanery area.
- Working in a flexible and co-operative manner, undertaking all such reasonable tasks as may be requested by the leadership of Beccles Parish, even where these fall outside usual areas of responsibility.

### MANAGEMENT

The successful candidate will have a line manager whose responsibilities will be to:

- Become familiar with the work you are doing.
- Equip and offer training and development.
- Work with you to encourage the church to respond to new challenges and opportunities in mission to children and families.
- Determine priorities for the work with children and families.
- Work with you to prepare your personal development plan.
- Ensure good communications between all the 'stakeholders' (groups and networks) involved.
- Monitor and evaluate your progress on a regular basis during supervision meetings.
- Be there to listen to any concerns you have and to be proactively solution focussed where necessary.

### PERSON SPECIFICATION

There is a Genuine Occupational Requirement (GOR) for the candidate to be an active, practicing Christian from a Trinitarian denomination. The Employment Equality (Religion and Belief) Regulations 2003 Section 7.2 applies. We would like to speak to candidates who would describe themselves as followers of Jesus Christ and are able to demonstrate a commitment to live a life under His authority and direction and a willingness to learn from Him with a humble and open spirit, cultivating a life of prayer and discernment.

These are the essential and desirable qualities we are looking for:

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	A: Application I: Interview R: Reference T: Testing by an Exercise	How it will be Assessed	Essential / Desirable
<b>Knowledge</b>			
Knowledge of how children's and families' ministry work		A, I, R	E
An understanding of how to work best with volunteers		A, I, R	E
Knowledge of the Safer Recruiting and Safeguarding requirements for volunteer and paid roles in line with Church of England guidance.		A, I, T	E
Familiarity with, and appreciation for, the work of the Church of England		A, I	D
<b>Skills &amp; Qualifications</b>			
Quick and keen learner		A, I, T	E
Good verbal and written skills and able to communicate effectively with children and adults		I, T	E
<b>Experience</b>			
Experience of sharing faith with children and their families.		A, I, R	E
Experience of running successful children's activities and developing creative resources		A, I, R	E
Prayerful		A, I	E

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Confidence in using technology and social media	A, I, T	E
Well organised and self-motivated, able to take initiative and organise day to day tasks whilst being willing to submit to guidance from colleagues and leaders.	A, I, T	E
Ability to recruit and motivate volunteers.	A, I	E
Experience of working with schools and/or community projects	A, I, R	D
<b>General Attributes</b>		
A demonstrable commitment to Christ and a desire to share His love.	A, I	E
Reliable, trustworthy and can maintain discretion and confidentiality	R	E
A commitment to uphold current safeguarding legislation and best practice	A, I, R	E
A team player who will encourage and support others	A, I	E
Friendly and warm persona, with an ability to work with a diverse group of people	A, I	E
Flexibility, i.e., able to fit in with a wide variety of people and changing situations and the maturity to recognise that working for a church is both physically and emotionally demanding	A, I	E
Good self-awareness and the ability to reflect	A, I	E
Sympathetic to the mission and ministry of our parish	A, I	E

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### GENERAL INFORMATION - TERMS AND CONDITIONS:

Terms of appointment:	Three Year Fixed Term Contract
Remuneration:	£ 14 per hour
Hours of work	25 hours per week. This will include some evenings and weekends. Regular engagement with Sunday services is essential. Some flexibility required and offered. Time off in lieu is applicable for overtime to be agreed with line manager.
Expenses	All reasonable expenses will be reimbursed. These will need to be agreed with the line manager first.
Holiday entitlement	25 days pro-rata paid leave in addition to the usual public holidays plus days in lieu of public holidays (e.g. Christmas)
DBS	Appointment will be subject to a satisfactory DBS clearance
References	Appointment will be subject to two satisfactory references
Probationary period	Appointment will be subject to the satisfactory completion of a six-month probationary period, during which time progress is regularly reviewed and the period may be extended
Notice period	During probation 2 weeks and thereafter 1 month
Place of Work	Beccles Parish (with office at St Luke's Church)
Start Date	TBC
Transport	The candidate will need to be able to get to and from Beccles Parish and the churches, schools and local area within our parish. Should the postholder require the use of their own transport, they must provide evidence of insurance cover for business use. Mileage expenses, that are agreed beforehand with the line manager, will be met.
Pension provision	Membership of a contributory pension following completion of probation period.

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DBS requirement	<i>The appointment is subject to an unblemished enhanced DBS check in relation to the requirements of this role.</i>
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### NOTES

The main duties and responsibilities of this new post are outlined in the job description. The list is not meant to be exhaustive and is likely to evolve. The line manager is responsible for reviewing and amending job descriptions annually, in consultation with the post-holder.

It is expected that the post holder would be / become a wholehearted worshipping member of the church and there is a genuine occupational requirement for the person to be a practicing Christian.

Continuing professional development will be offered, which will include occasional training sessions and external courses.

**Go online for more information and application: [www.becclesparish.org.uk/jobs](http://www.becclesparish.org.uk/jobs)**

**Deadline for applications: 7<sup>th</sup> February 2025**

**Parish interviews: 11<sup>th</sup> and 12<sup>th</sup> February 2025**

**Applications should be sent to: [jobs@becclesparish.org.uk](mailto:jobs@becclesparish.org.uk)**

***Last Date Modified:* 11.01.2025**