

**Edgware Parish Children and Families' Worker**  
**20 hours per week (£11,500-£13,000) Two-year fixed contract initially**

Edgware Parish is seeking a Christian Children and Families Worker with vision and energy to reach out to children and families locally.

The post will be based at St Andrew's Church, a small 'family-sized' congregation with about 60 people on the electoral roll and an average Sunday attendance of around 38 adults and a small number of children. The post will also contribute to children's work in the wider parish which includes St Margaret's Church and St. Peter's Church.

The church needs to grow with both adults and young people as the congregation is increasingly ageing. The Children's and families' worker will play a key role in delivering the growth of the children's and families' populations within the church and community.

We want to recruit the right person who is a confident and inspirational Christian disciple for, and with, the children and families of St Andrew's and the Parish, both in church and beyond, and a strong team player within our church family. You will be expected to be part of a Parish Children's and Youth Ministers Group that coordinates children's and youth work across the Parish and may participate in similar work across the Parish.

If you are up for the challenge, flexible, creative, and committed to seeing children and families grow in faith and mission and enjoying their integral and vital part in the church's family, this is the role for you. There is a genuine occupational requirement that the post-holder is a practising Christian in accordance with the Equality Act 2010.

The salary is between £11,500-£13,000 annually for 20 hours per week (£23,000-£26,000 full time equivalent) depending on experience and qualifications, with opportunity to join employer pension scheme. Two-year fixed term initially with the possibility of renewal of contract.

For more information and a chat about this post, please contact: Rev Francis Adu-Boachie on 020 3843 7340 or Rev Kostakis Christodoulou on 07972 058583.

Applications closing date: 15th September 2021. Interviews to be held on 4th October 2021.  
Application to [fab.aduboachie@btinternet.com](mailto:fab.aduboachie@btinternet.com).

## **Job Description**

**Job Title:** Children and Families Worker

**Hours:** 20 hours per week to include weekend and evening work.

Holiday entitlement: 20 days pro rata per annum in addition to bank holidays and public holidays (also pro rata).

**Responsible to:** The Rector of Edgware Parish

**Salary:** £11,500-£13,000 annually for 20 hours per week (£23,000-£26,000 full time equivalent) depending on experience and qualifications, with opportunity to join employer pension scheme.

**Duration of post:** Two-year fixed term initially with the possibility of renewal of contract subject to funding availability.

**Role:** To be creative in mission and discipleship, engaging with children and families in our communities.

We are looking for someone who has:

1. A love for Jesus and young families.
2. A desire to reach those that do not yet know Jesus and build disciples.
3. The gifts to oversee, recruit, train, and support volunteers.

The key responsibilities of this post are shown below: Leadership, Outreach, Teaching, Training, and Pastoral Care.

### **1. Leadership**

1. Undertake needs assessments of Children and families.
2. Support Sunday activities (once or twice a month).
3. Work with volunteers to initiate separate service for children and families.
4. Support children's activities.
5. Review content of all-age services and learning in partnership with the clergy & Children's leaders and Worship Leaders.
6. Improve participation of children in Sunday services.
7. Develop partnership work (in similar area of work) with children's workers of other Parish congregations.
8. Recruit more volunteers.

### **2. Outreach in the community**

1. Work with volunteers to organise weekly/monthly family events for the community (including half term and summer holidays).
2. Establish and develop relationships with teachers and community leaders.
3. Visit children and families, and those who come to regular activities through, Parent and Toddler group, baptisms, school contacts etc. to become regular members of the church family.

### 3. Training to be undertaken in partnership with Parish Children and Youth workers

1. Coordinate the work of Children at St Andrew's and work with other workers in the Parish and organise training for volunteers.
2. Organise relevant training for Children and workers and worship leaders.
3. Organise and plan training with volunteer team.

### 4. Teaching

1. Teach at relevant activities at St. Andrew's Church.
2. Establish weekly and monthly club cafe style activities for different age groups.
3. Undertake Sunday teaching.
4. Develop relationships with local school and participate in assemblies, and other school activities.

### 5. Pastoral care

1. Contribute to the pastoral care of children, young people, and families at St. Andrew's Church and the new relationships established within the wider community.
2. Provide a safe and welcoming space for Children and Young people from Broadfields.

### 6. Any other duties

1. To undertake any other relevant duties.

<b>Person specification</b>		
<b>Training and Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"><li>• Minimum NVQ Level 2</li><li>• A relevant formal qualification</li></ul>	<b>E</b>	<b>D</b>
<b>Knowledge</b>		
<ul style="list-style-type: none"><li>• Knowledge of Safeguarding requirements and willingness to work within the Safeguarding policy of The Diocese of London</li></ul>	<b>E</b>	
<ul style="list-style-type: none"><li>• Christian faith</li></ul>	<b>E</b>	
<b>Experience</b>		
<ul style="list-style-type: none"><li>• Experience of working with children (primary age and younger) of different, backgrounds and abilities – with track record in leading children's work in Christian context, working with families of faith and of none</li><li>• Experience of managing/working with volunteers, or being a volunteer</li></ul>	<b>E</b>  <b>E</b>	
<b>Skills and abilities</b>		

<ul style="list-style-type: none"> <li>• Basic IT skills and knowledge of social media</li> <li>• Good written and verbal communication</li> <li>• Excellent organisational skills</li> <li>• The ability to organise and lead events for children &amp; families</li> <li>• Plan, prioritise and organise work effectively</li> <li>• Good listening skills</li> <li>• You are a self-starter with initiative and team builder who relishes the opportunity to work as part of a supportive mission-focused team</li> <li>• Passion for engagement of wider community</li> </ul>	<p style="text-align: center;"><b>E</b></p>	<b>D</b>
<b>Personal attributes</b>		
<ul style="list-style-type: none"> <li>• You have a good sense of humour</li> </ul>		<b>D</b>
<ul style="list-style-type: none"> <li>• You are a disciple who is at ease with mentoring others to become disciple-makers</li> </ul>	<b>E</b>	
<ul style="list-style-type: none"> <li>• You are an encourager whose heart is open and inclusive, and pastorally sensitive</li> </ul>	<b>E</b>	

There is a genuine occupational requirement for the job holder to be a practising Christian.

16 August 2021