

Job Description: Leader – Youth and Families Work

JOB DESCRIPTION

Job Title: Leader - Youth and Families Work

Location: St Luke's Methodist Church, Hoylake, Wirral

Responsible to: The Lay Employee will be employed by St. Luke's Methodist Church, will be managed by the St. Luke's Methodist Youth Management Group and line managed by Peter Colyer. The St Luke's Methodist Youth Work Management Group will provide support, help develop vision and review the youth work on a regular basis. S/he will be joining a team of lay workers at the church, each with their different roles but supporting each other.

Responsible for: Voluntary teams working with young people at the church.

Purpose and Objectives:

- The overall aim of the Youth and Families Worker post is to co-ordinate and develop work amongst young people at St Luke's Methodist Church and in the local community, in accordance with the vision of the church seeking to equip and release young people to be disciples of Jesus, reaching out to their peers and being 'good news' in their community.
- To embrace principles and practices of participation in all strategic development of work with young people.
- To welcome and enable young people and their families to participate fully in the life of St Luke's Methodist Church.

Specific Responsibilities:

A: Church based Youth Work:

To co-ordinate, administer, develop, and lead the Youth Work (11 – 21years of age) within St Luke's Methodist Church, helping young people to be shaped by God to be disciples of Christ, empowered by the Holy Spirit, so that they may mature into full active adult members of the church by:

- a. Overseeing, developing and playing an active role in youth fellowship, open youth clubs and midweek small group(s) for young people.
- b. Exercising active pastoral support for the young people and ensure that they are pastored effectively.
- c. Devising, establishing, developing, and overseeing a mentoring programme and 1-2-1 meetings with young people and adult mentors to provide support, study the bible and pray.
- d. Recruiting, coordinating, motivating and supporting a team of volunteers in providing youth work, providing them with opportunities for appropriate training.
- e. Identify and develop the gifts and talents of the young people and volunteers, and encourage active participation in church life, including worship.

To develop the discipleship and spiritual development of the young people by:

- a. Praying for the young people and their leaders.
- b. Providing relevant and accessible teaching programmes for young people.
- c. Identifying, training, mentoring and releasing young people into leadership within children's work, youth work and the wider church.
- d. Providing opportunities for and actively participating in residential youth work, for example ECG, Christian camp.

Within St Luke's Methodist Church, you will:

- a. In conjunction with the safeguarding officer, ensure that the Child Protection Policy and best practice is implemented and adhered to within all youth work at St Luke's.

- b. Consult and work alongside the staff team to represent the needs of young people to the Church.
- c. Be an advocate for the youth work within St Luke's Methodist Church.

B: Community-based Youth Work

With regard to the local community you will:

- a. Maintain and develop partnerships with secondary schools.
- b. Work with the Children and Families worker in overseeing a smooth transition between children's work and youth work and in developing work to support young people transitioning from primary to secondary schools.
- c. Strengthen and build relationships in the local community by engaging with, participating in and developing outreach work activities, pastoral care and evangelism amongst young people within the community.
- d. Liaise and where appropriate partner with local organisations and statutory bodies (police, council and local resident groups) in matters relating to youth work.

C: Management and Leadership

In management and leadership, you will:

- a. Develop and implement strategy objectives in line with the vision of the church and in conjunction with the other staff and lay leaders.
- b. Monitor and evaluate the youth work and review with the youth team termly and with line manager monthly.
- c. Propose and manage an annual youth budget in conjunction with line manager and Church Council.
- d. Take an active role within the life of the church staff team, attending staff meetings and prayer meetings as agreed with your line manager.

In respect to personal life and work you will:

- a. Be responsible for your own spiritual growth in both reading the bible and praying and take a regular part in the worshipping life of the church.
- b. Manage your time well such that you balance the demands of the expected work pattern of evenings and weekends work with time off, and you will be expected to take two days off a week as agreed with the line manager and to take your holiday entitlement (typically within the school holidays) after agreeing dates with your line manager.
- c. Seek and attend training that is appropriate and will support you in your role as youth worker, subject to prior agreement with your line manager.
- d. Seek out a spiritual mentor / director and / or prayer partner with whom you will meet at least once per month and to whom you will be accountable.
- e. Fulfill any other responsibilities appropriate to the role of Youth Worker as agreed with your line manager.

Management:

The youth worker is a Lay Employee, employed by St Luke's Methodist Church, with line management provided by Peter Colyer, Circuit. The St Luke's Methodist Youth Work Management Group will provide support, help develop vision and review the youth work on a regular basis and report to the Church Council. This Management Group will also:

- Become familiar with the work of the Lay Employee.
- Equip and offer training and development.
- Work with the Lay Employee to encourage the church to respond to new challenges and opportunities in mission to younger people.
- Support the setting of priorities for the work with young people.
- Prepare a personal development plan with the lay employee.
- Ensure good communications between all the 'stakeholders' (groups and networks) involved.
- Monitor and evaluate progress with the Lay Employee on a regular basis (meetings will take place monthly during the probationary period and quarterly thereafter).
- Act as a "sounding board" to the Lay Employee.

Terms and conditions:

Terms of appointment:	Fixed term for three years funded from a donation.
Remuneration:	The salary will be £10,500 to £12,500 per annum dependent on experience.
Hours of work	20 hours per week over five/six days. The nature of the role will require a flexible approach to working hours, including substantial evening/Sunday and Bank Holiday work.
Expenses	All reasonable expenses will be reimbursed. These will need to be agreed with the line manager first.
Holiday entitlement	36 days statutory annual leave entitlement per year (pro-rata for part-time workers)including bank holidays if these are your normal work days.
Criminal record clearance	Appointment will be subject to a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).
References	Appointment will be subject to satisfactory references
Probationary period	Appointment will be subject to the satisfactory completion of a six-month probationary period with a review at three months.

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