# St. Michael’s, Plas Newton

# Chester

# Youth & Young Adults Worker

# Application Pack, November 2018



**The Place**

Chester is a beautiful walled city, with a rich architecture heritage. It is described as the best-preserved walled city in England. The double height shops known as the Rows are unique, not only in the UK, but in the world. Chester was founded as a Roman Fort in AD79 and has a Roman Amphitheatre as well as plenty of historic remains. The recently created Storyhouse is a cinema, theatre, library, restaurant, and coffee bar. It runs a series of festivals, Grosvenor Park open air theatre and Moonlight Flicks. Chester Cathedral is the North West’s most popular tourist attraction. It is also home to a large and thriving University and the arts and media learning centre is housed in the parish, less than half a mile from the church building, using a refurbished and renewed secondary school. Chester is about 20 miles from Liverpool and 40 miles from Manchester with frequent rail and bus connections to those cities. There are also frequent trains to Crewe with its access to many main line rail services. A direct service from Chester to London takes just over two hours.

Newton is a suburb of Chester in the north east corner of the city. It is just over a mile from the city centre and has a population of approximately 5,250.

## Introducing St. Michael’s, Church, Plas Newton

St Michael’s is an evangelical Anglican parish situated in the North East of Chester. The Church began as a daughter church of All Saints Parish Church in Hoole and the first services took place in a dual purpose hall-church building in September 1965. After 26 years of growth in numbers and expansion of the original buildings, ties were cut with All Saints and in October 1991 St Michael’s became a separate parish.

The Parish is about 2 km from Chester city centre and has a population of about 5300. It is essentially a suburban dormitory suburb with a static population. The housing stock is largely pre. and immediate post war housing. About 70% of the housing is owner occupied and about 10% is Local Authority owned (Housing Trust). The church is located on the Northern corner of the Kingsway housing estate built by the City Council in the late 1950’s.

The population of the parish comprises a cross section of society with a mix of professional, executive, manual and unemployed, with no one sector pre-dominating.

Within the parish there is one primary school and one independent primary school. There is a large secondary school close to the church, but not in the parish. There is a small local shopping area on the Kingsway Estate, and a youth centre on a large, public open space, called Lime Wood Fields. St. Michael’s runs a community café in the shopping area six mornings a week, and this currently hosts our work with older people.

We are a church family of 211 adults and about 70 children and young people. The Vicar is Rev Pete Rugan, who has been in post since September 2018. The church building is on Devon Road in Newton, Chester. We describe ourselves as Evangelical, with a high view of scripture and a personal relationship with God, and we long to see people from our community find faith. Sunday services are at 10am and 6.30pm with two services per month at 8am.

We are engaged with our local community through a community café at the Kingsway shops, Toddler group and Pre-School but are seeking to develop our community links further. We meet together during the week in homegroups and monthly prayer meetings. We support mission around the world through mission partners, prayer support and financial giving.

Our children and young people are a vital part of our family. There are regular All Age services, when children join the whole service. During the summer, families have led all age services focussed on a theme. An afternoon Café church service is led by members of our congregation every couple of months. A new monthly service, ‘Encounter’ has been launched by our new vicar to address contemporary issues and allow space for extended contemporary sung worship.

We take care to ensure that we fully comply with the current safeguarding legislation. We have a volunteer Safeguarding Children & Adults Coordinator who work closely with the Diocese.

**Youth and Children’s Work**

We currently have a full time Children and Youth Worker who runs activities during the week and supports leaders working with the groups on a Sunday. We have 40 children aged under 10 and 31 young people aged 11-18. On a Sunday they meet in their groups. Creche is for children under 2 1/2 , Scramblers are aged 3-5, Godly Play is a group for ages 5-8, KYF are aged 8-11 and Pathfinders 11+. We have 30 volunteers who help with the different children and young peoples’ groups. Our busy Toddler Group meets at Church on a Wednesday morning. Our Pre-School is managed by a sub-committee of the PCC and currently provides for over 30 children on the church site.

There are a number of groups during the week . These are, **Camel Club** – for children in year 6 to 9. Games, snacks, crafts and fun with a discussion slot and bible study. Numbers vary but we often have 12 -15 young people, some who are regular church attenders and some who aren’t. Camels go along to **Ignite** a Chester wide youth service once a month. **Football** on a Wednesday evening gets between twelve and sixteen young people, some of whom are members of the church. **Drop in** happens once a week at church for crafts, hot chocolate and chats. Our young people take part in **Residentials and special events** planned and organised with other Youth Workers across the city. There is an expectation that the new appointee will continue these links and be actively involved in city wide projects. We have strong links with our local primary school, taking part in Open the Book assemblies and supporting their RE curriculum. In the past we have supported the CU at the local high school and are keen to develop our links with the high school again. Chester University has 14,900 students, and part of the university campus is within the parish. This is an area of outreach we are keen to develop. All of these activities are well supported by volunteers working with our paid worker to deliver the youth and children’s work.

**Our vision for the role**

The Children and Youth Strategy Group (CYSG) in consultation with the Vicar and the PCC have revisited how Children and Youth work can most effectively be delivered in our parish. It has been decided that the best way to move forward is to split the current role of Children and Youth Worker into two roles; Children and Families Worker and Youth and Young Adults Worker. It is expected that these two roles will work closely together with overlapping responsibilities and create a team which may be grown further in the future through inviting students for placement.

The CYSG will work with the paid workers to set the strategic direction for the youth and children’s work, agree priorities for the year ahead and discuss and agree future direction. It will act as a sounding board and supportive mentor for the Children and Families Worker and Youth and Young Adults Worker. We want the Children and Families Worker and Youth and Young Adults Worker to work with us to define the detail of the way in which the role will be delivered. We felt it important to leave some flexibility to enable us to work with the people in these roles in a way that fits well with the appointee’s skills and strengths.

Our overall vision is that there should be a vibrant Christian families, children, youth and young adults community at St. Michael’s, and in the local community; safe places where children, young people and young adults feel welcome, able to build authentic relationships and explore the big questions of life in a supportive environment. The expectation is that the Children and Families Worker and Youth and Young Adults Worker will work with the Vicar, staff and volunteers to deliver this.

**Youth & Young Adults Worker**

**JOB DESCRIPTION**

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| **Job Title** | Youth and Young Adults Worker |
| **Salary** | £21,000 to £25,000 pa |
| **Employed By** | St. Michael’s PCC |
| **Reporting to** | The Incumbent with support of a PCC appointed management support group. |
| **Hours of Work** | An average of 39 hours per week |
| **Holidays** | Five weeks per annum plus Bank Holidays in lieu where appropriate |
| **Work Area** | The Parish and anywhere else appropriate to the exercise of duties |

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| The person appointed will be responsible for the church’s work with Youth and young adults  |

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| This will involve the following key tasks* Shaping and sharing vision, planning strategy and enabling the implementation of change
* Overseeing and developing the work amongst those known to the church
* Developing the work within the wider community
* Being an active member of the church’s Ministry Team and PCC
* Taking an active role with groups as appropriate
* Developing digital and social media to enhance communications across the church family and wider community
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|  | **Responsibilities** | **Nature and Scope of Role** |
| 1 | The work with Young people and young adults already involved with St Michael’s  | * Provide leadership and pastoral support for the volunteer youth work team
* Encourage and organise appropriate opportunities for recruitment and the training of leaders
* Disciple, pastor and mentor young people / young adults
* Training young people for leadership roles
* Work alongside the Children’s and Families worker to support the work with under 11’s
* Integrate the needs and views of young people / young adults with sensitivity to the needs of older Christians in the life of the church
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| 2 | The work with Young People and Young Adults within the Parish | * Oversee and develop work with young people in the local secondary schools and University Campus
* Consideration and co-ordination of relevant youth outreach as appropriate
* Develop opportunities for detached youth work
* Develop opportunities to engage with young adults and students within the parish
* Work alongside Chester Youth Workers (MEYW)
* Make links with Chester University Chaplaincy
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| 3 | Develop digital and social media to enhance communications across the church family and wider community | * Keep up to date with cultural developments in digital communications
* Communicate relevantly with Children, Young People and Families using various digital platforms
* Develop and keep St Michaels’ digital presence up to date for church family and the wider community
* Ownership of the content of the St Michael’s website, Facebook and other social media channels in conjunction with the Children’s and Families worker to ensure the church has an up to date presence and communication of its ongoing activities and events
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| 4 | Working alongside the Staff team and Ministry Team | * Oversee and develop the vision, policy and strategy for Youth & Children’s ministry at St Michael’s
* Develop relevant worship involving Children & Young people
* Support and deliver training of those working with young people / young adults
* Play an active role in Sunday services
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| 5 | The development and communication of best practice in the church | * Liaise with St Michael’s Safeguarding and Child Protection Officer
* Promote inclusivity
* Monitor Safeguarding and Child Protection, Health and Safety and other policies
* Chair the Children and Youth Strategy Group alongside the Children’s and Families worker
* Liaise with diocesan youth work and policy
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| 6 | Generic Responsibilities | * Adhere to Safeguarding, Child Protection, Confidentiality and GDPR policies
* Ensure Health and Safety instructions are adhered to
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| 7 | This Job Description provides a guide to the duties and responsibilities of the post and is not an exhaustive list. There can be an element of flexibility to allow for the specific gifts and abilities of the person appointed. |
| 8 | The post holder may be asked to undertake other duties appropriate to the post. The job description may be amended over time in consultation with the post holder. |

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| **Please Note:** |
| An Occupational Requirement exists for the post holder to be a practising Christian in accordance with the Equality Act 2010.  |
| This appointment is subject to Satisfactory enhanced DBS Disclosure |
| This appointment is subject to Satisfactory reports from two referees  |

**St. Michael’s, Plas Newton, Chester**

**Youth and Young Adults Worker**

**PERSON SPECIFICATION**

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| **Attributes** | **Essential** | **Desirable** |
| Qualifications/Training | Training in Children’s, Youth or Community WorkWillingness to participate in training to improve both professional and spiritual development | Youth and Community Work QualificationEducated to Degree level or currently working towards thisTheological Training relevant to work with young people / young adults |
| Experience | Experience working with Young People and Young Adults of the relevant ageAwareness of youth culture and issues facing young people / young adults Self-motivated and able to think creatively, generate ideas and act on own initiativeWorking knowledge of key legislation relating to the work | Experience of paid youth workPrior leadership roleManagement of budgetsUnderstanding of the Church of England’s structures and organisation |
| Abilities | Able to recruit, lead, encourage and organise a team of volunteersAbility to communicate effectively with church leaders, parents and others working locally with young people / young adults Review and co-ordinate youth work materialsExcellent organisational skills | An ability to facilitate and support all age worship servicesLead / use music in ministry |
| Motivation | Desire to see young people / young adults take an active role in church lifeTo support St. Michael’s Vision for young people / young adultsA passion for evangelism and nurture of all people in faith, particularly in young people / young adults |  |
| Personality | To model a life of personal discipleship and Christian maturityFriendly and approachable with an ability to appropriately build honest and open relationshipsA willingness to work with others who may see things differently |  |

**APPLICATION PROCESS**

Applicants are welcome to arrange an informal visit to the Parish and/or to contact the Vicar, Pete Rugen or the Children and Youth Worker, Sas McConville for informal discussions about the job. They can be contacted on 07743674806 (Pete) or 07414492244 (Sas)

Applications should comprise:

• a written statement of no more than two A4 sides explaining why you want the job, how your experience and skills meet the person specification and your suitability for the job role as defined;

• a completed application form (which contains your contact details and will only be shared with the formal interview panel not with the wider team that shortlisted candidates will meet);

• confirmation or otherwise that you can attend for interview on 29th November

Applications should be marked ‘CONFIDENTIAL YOUTH AND CHILDREN’S WORKER APPLICATION’. They should be sent:

• by email to office@stmichaelschester.com

• or by post to: St Michael’s Church, Devon Road, Chester, CH2 2PX

The closing date for applications is 12noon 26th November

**St Michael’s, Plas Newton, Chester
Youth & Young Adults Worker**

**Application Form**

**(An Occupational Requirement has been established that the post holder is a practising Christian.)**

**Please complete & email this form to:** office@stmichaelschester.com **or post/deliver it to**: St Michael’s Church, Devon Road, Newton Chester, CH2 2PX, to arrive by Monday 19th November 2018.

Please write or type clearing using black pen, so that this form can be photocopied.

Full Name ............................................................................................................. Title .................

Address ..........................................................................................................................................................

..................................................................................................................................... Postcode ...............................

Contact tel no: Daytime ................................................. Evening ..................................................

Email address: ..................................................................................................................

National Insurance Number: ............................................................................................

Please provide the names, organisations, job titles, addresses and tel nos of three referees. At least one should be your current or most recent employer. Please indicate the capacity in which you know each referee.

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| 1/ Name, Organisation & Job Title | 2/ Name, Organisation & Job Title | 3/ Name, Organisation & Job Title |
| Contact info & the capacity in which you know the referee.May we approach this referee for a reference now? YES/NO | Contact info & the capacity in which you know the referee.May we approach this referee for a reference now? YES/NO | Contact info & the capacity in which you know the referee.May we approach this referee for a reference now? YES/NO |

How did you hear about the vacancy?..................................................... Date of most recent DBS check: ....................

Beginning with your current or most recent employer and working backwards in chronological order, please give details of your career to date.

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| Dates | Name and address of employer | Job title and summary of duties | Reason for leaving |
| From | To |  |  |  |
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| Dates | Place of study | Qualifications attained |
| From | To |  |  |
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| Membership of Professional bodies (if applicable |

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| Do you possess a car, and a full driving licence? **YES / NO** |

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| Rehabilitation of Offenders ActUnder the provisions of the Rehabilitation of Offenders Act, you do not have to disclose information on certain convictions after a set period of time, as they become ‘spent’. This post is however exempt from the above Act, therefore ALL convictions and any cautions or bind overs must be declared and cannot be regarded as ‘spent’.Have you ever been convicted of a criminal offence? **YES /NO**Do you have any criminal charges or summonses pending against you? **YES / NO**Having a criminal record will not necessarily bar you from working with us. |

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| Disabled applicantsIf invited to interview, are there special arrangements that you would like to be made for you? |

**I confirm that the information contained on this application form is, to the best of my knowledge, correct and accurate. I agree to the information being processed in accordance with the Data Protection Act.**

**Signed ………………………………………………………………………………………………………**

**Date …………………………………………………………………………………………………………**