**THE PARISH OF CONGLETON**

**CHILDREN AND FAMILIES MISSIONER**

**JOB DESCRIPTION**

Title: Children and Families Missioner

Employed by: The PCC of the Parish of Congleton

Supervisor: During Interregnum - Maggie Snook

When appointed - the Rector

Responsible to: The PCC of the Parish of Congleton

Workbase: Parish Office, St Peter’s Parish Rooms

Work area: Congleton

Hours of work: 37 hours per week (full time)

Salary: Within the range £25,000 -£27,000 per annum depending on qualifications and experience

Length of contract: 3 years initially

It is an occupational requirement for the post holder to be a practising Christian  in accordance with the Equality Act, 2010 and appointment will subject to receipt of a satisfactory enhanced DBS disclosure.

Congleton is a market town in East Cheshire with a population of 25,500. It is a friendly place in which to live and is well-known for its Food and Jazz and Blues festivals, award winning floral displays and wide-ranging community activities. There is a strong Christian presence with churches from all denominations working together to bring the gospel to the wider community. The population is expected to increase significantly as large numbers of houses are being built on new estates on the fringes of the town. The Parish of Congleton comprises four Anglican churches serving a parish population of about 17,000 and includes five Primary Schools, including a Church of England Academy School. The Parish is currently undergoing a process of review and change to bring the four congregations together as one worshipping community. One of its stated aspirations in this process is to “grow a younger church”.

**AIMS AND OBJECTIVES OF THE ROLE**

1. To play a creative and strategic part in taking forward the Parish vision to grow a younger church.
2. To develop relationships which will enable the fruitful nurturing and growth of the Christian faith in children and their families.
3. To identify, train and support volunteer leaders working with children and to embed mission to Children and Families into the life of the wider church.
4. To welcome and encourage children and young people to contribute actively to the life of the Church.

**RESPONSIBILITIES AND DUTIES**

1. **Leadership**
   1. To help develop the vision and strategy for children, youth and family work and implement it within the context of the Parish’s wider vision.
   2. To provide leadership and encouragement to the volunteers running our existing children and young people’s groups, and to identify and train new volunteers when required.
   3. To work with the worship leaders to ensure an inclusive approach to children and young people during worship.
   4. To represent the needs and views of children and families within the Parish and its leadership structures.
   5. To meet regularly with the Rector and other staff.
2. **Discipleship & Nurture**
   1. In liaison with the Leadership Team to take pastoral responsibility for mission to children and families and identify resources and support to help sustain families both practically and spiritually in the challenges and joys of family life.
   2. To help create an inclusive culture within which our children and their families can explore and develop their spiritual gifts and play an active role in the life of the Parish.
   3. To support the leaders of our Youth Group as they seek to encourage young people to learn about the Christian faith and deepen their relationship with God and one another.
   4. To ensure that all leaders and helpers have a clear understanding of their role and responsibilities and keep appropriate records.
   5. In line with our safeguarding policy to ensure that all those involved in children and family ministry are aware of, and adhere to, our safeguarding policy and guidelines.
3. **Schools’ Work**
   1. To support the existing teams who deliver Open the Book in our primary schools and to lead assemblies regularly within our Church School and, by invitation, in other primary schools.
   2. To develop further opportunities of working with primary age children and their parents or carers.
   3. To maintain and develop existing links with other local churches working in this area.
4. **Outreach and Evangelism**
   1. To assist and support our work with pre-school children and their families
   2. As part of the ongoing development of our Children and Families ministry to explore new opportunities for outreach in the Parish and wider community.
   3. To develop an awareness of the activities of other churches and agencies working with Children and Families in the wider community.
   4. To support our Youth Group volunteers in exploring and developing opportunities for ecumenical youth work.
5. **Administration**
   1. To produce regular reports for the PCC to establish effective communication with the Parish family.
   2. To undertake administration, communication, networking and publicity as required for Children and Families work.
6. **Personal growth and development**
   1. To take responsibility for personal development needs for the role and for personal spiritual growth, and to regularly attend training days and conferences as agreed with the Rector.
   2. To develop a personal network of support both within and outside the Parish.
   3. Unless personal circumstances prevent this, the new Children and Families Missioner would be expected to become a worshipping member of the Parish.

**CONGLETON PARISH**

**CHILDREN AND FAMILIES MISSIONER**

**PERSON SPECIFICATION**

Our ideal candidate will have:

**Recent experience of….**

* working with children of all ages and their families in a church or community context
* working with or within schools
* working with volunteers to help them to develop their talents

**Personal Qualities….**

* A committed Christian passionate about sharing God’s love with children and families
* The ability to motivate and encourage others
* The ability to work as part of a team and under own initiative
* Knows own personal strengths and weaknesses and areas of required development
* Has a sense of humour
* A regular and active member of a church community
* An enhanced DBS check will be required for the post holder

**Knowledge and Skills….**

* Leadership ability
* Ability to organise, be flexible and innovative; ability to work independently within a given framework to develop this role within the vision of the church; ability to adapt to new situations.
* Good communication and interpersonal skills; able to relate well to both children and adults
* Experience of using music or drama or other creative ways to express Christian worship (desirable but not essential)
* Proven organisational skills with the ability to prioritise and to manage time effectively and keep clear records of the work being done
* A working knowledge of IT and multimedia and good presentation skills
* Knowledge of current safeguarding procedures
* Relevant qualifications in children’s and family work or proven experience
* A full driving licence would be a benefit