

Children's Ministry Leader

Christ Church Lancaster



a vibrant, inclusive
worshipping community

We're looking for someone with experience of working with children and families, who:

- Is joyful and confident in their own Christian faith, and always willing to learn (whether from children or training courses alike!)
- Is able to include people, helping others grow in confidence, skills and discipleship, through good communication.
- Has a solid understanding of good church safeguarding practice and pastoral care
- Is able to work well within a team; relating well to children and their families alike,
- Is able to take the initiative in seeking new opportunities for the church's ministry.

The post is 22.5 hours per week with a salary based on £23,400 - £33,150 FTE, depending on experience. The post is subject to Enhanced DBS clearance and references. There's an occupational requirement for the post-holder to be a practising Christian, in accordance with Schedule 9 of the Equality Act 2010. There is a generous resources and training budget.

Our parish serves a large number of schools and families. The PCC wish to consolidate and grow our work with primary school-aged children and their families.

We are looking for a Children's Ministry Leader who will work with the clergy, congregations and local schools to develop a strategy for the church's work, and:

- Walk with children and their families to grow their innate spirituality; learning to follow Christ, and to live and worship within a Christian community.
- Engage and build a sustainable team of volunteers who lead and support children's ministry at different levels, encouraging people in their own gifts and discipleship.
- Grow the church's welcome and inclusion of children and families so that Christ Church becomes a more intergenerational community
- Maintain high standards of good safeguarding practice, and compassionate pastoral support
- Offer a breadth of ministry which meets the varied and changing needs of growing children and families. We recognise that many families seek to worship and be part of a church outside of Sunday morning services.

As of November 2024, this will include:

- Co-ordinating Children's Church (Sundays in term time, during 10.30 Eucharist)
- Developing work with the families who attend the 8.30am and 6pm congregations.
- Co-ordinating and leading seasonal worship and events
- Enabling more children and families to engage with faith and share life at Christ Church, by encouraging word-of-mouth invitations and building good communication networks.



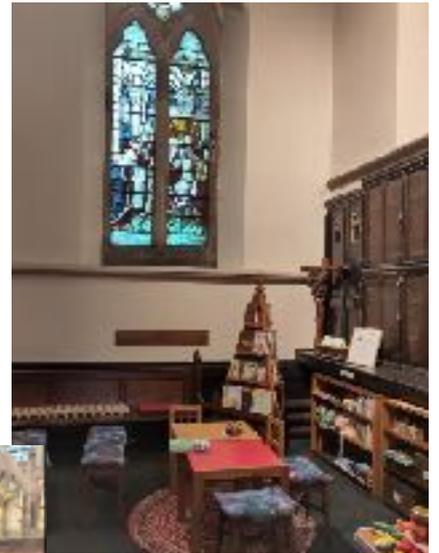
Welcoming our school at Christmas



Out and about in Morecambe Bay



Our new children's area



Busy at Messy Church!



Having fun sharing the Christmas story

Christ Church, Lancaster Job Description

Job Title: Children's Ministry Leader

Reporting to: The Vicar, and PCC

Supervisory Responsibility: Volunteers who assist with children's ministry

Financial/Budgetary Responsibility: Children's ministry budget, in consultation with Vicar, Treasurer and PCC

Job Summary: As a member of staff, working in partnership with the clergy, PCC and congregations, to develop, oversee and lead ministry with and to children (4-11) and their families in the Parish of Christ Church, Lancaster. This will include developing and refining a plan for ministry with children and their families in the Parish, including risk assessments.

General Context:

Christ Church exists to glorify God and serve the community.

We are a vibrant, inclusive and worshipping community - made up of people within the parish boundaries as well as from across the Lancaster area.

The role is an essential part of the church's ministry to the local community. Members of staff are therefore expected to maintain the highest professional standards of performance, tact, pastoral care, and confidentiality.

Duties & Responsibilities:

- Primary school aged children and their families.

To consolidate and grow our work with primary school-aged children and their families, so that Christ Church offers inspirational high-quality worship, discipleship, and learning, within a safe community.

To walk with children to grow their innate spirituality; and enable families to learn to follow Christ and to live and worship within a Christian community.

To enable more children and families to engage with faith and share life at Christ Church, by encouraging word-of-mouth invitations and building good communication networks. This will also include good use of social media and other channels to share invitations and news.

- Leadership.

To grow and lead a team of volunteers, with the aim that children's ministry is shared and self-sustaining.

To enable children to become confident leaders within a Christian community.

To work with the clergy, PCC and congregations to grow the church's welcome and inclusion of children and families so that Christ Church becomes a more intergenerational community

- Worship and Spirituality

To lead and encourage the church's prayer for children and families, and for the growth of this ministry.

To share faith in ways which invite children and families to grow deeper in their journey with God, and inspire others to follow Christ's example of prayer and loving service.

To work with the clergy to offer a breadth of ministry which meets the varied and changing needs of children and families. We recognise that many families aren't able to attend the traditional Children's Church, but still seek to worship and be part of a church on a regular or occasional basis.

To work with our schools and uniformed organisations to facilitate the participation of children and families in the worship and spiritual life of the Parish, and to encourage discipleship. This will involve working in contexts beyond the church's walls.

- Staff and Volunteers.

To welcome and build a sustainable team of volunteers who lead and support children's ministry at different levels, encouraging people in their own gifts, discipleship and leadership.

- Parish Safeguarding Policy (PSP).

To maintain high standards of good safeguarding practice, and compassionate pastoral support

To work in conjunction with the Parish Safeguarding Officer to ensure that the PSP is appropriately adhered to and administered, and that accurate records are maintained.

- Social and Personal Life.

To maintain an appropriate work-life balance.

To ensure that all use of social media is safe and appropriate

To manage own diary, including time for training, networking and annual leave.

To be confident in lone working as well as within a staff team.

- Staff Team.

To attend staff meetings as agreed.

- Spirituality.

As far as possible to attend worship in the parish

To make use of retreat time and time with a Spiritual Director.

- Parish Structures.

To attend the PCC and to encourage participation by children, youth and families in the structures and ministries of the parish.

To network with other leaders in the deanery and diocese.

Additional responsibilities:

- Ensure that the highest standards of professional performance are maintained.
- Promote equal opportunities.
- Ensure compliance with relevant legislation and statutory codes of practice as advised.
- Participate in the arrangements for annual performance reviews.
- Ensure that professional skills are regularly updated through participation in training and development activities.
- Such other duties as may be required from time to time, that are commensurate with the scope of this post.

Health & Safety

Under the Health and Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the organisation on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare.

Person Specification: Children's Ministry Leader.

This Person Specification focuses on the skills, experience, knowledge and qualifications required to undertake this role.

Requirements <i>The post holder must be able to demonstrate:</i>	E: Essential D: Desirable	Measured by: A: Application form I: Interview
<p><i>Education / Training</i></p> <ul style="list-style-type: none"> • a proven track record of working with children or young people with significant pre- or post- qualification experience. • a qualification appropriate to the role. This may include a teaching or youth work qualification, and we are open to applicants with theology, performing arts and/or music qualifications 	<p>E E</p>	<p>A A</p>
<p><i>Knowledge and Experience</i></p> <ul style="list-style-type: none"> • A full, clean driving licence. • A current first aid certificate (or the willingness to receive training as soon as possible) • Competence in the use of computers, office software, the internet and social media. • A sound understanding of current legislation and good practice regarding all aspects of work with children and young people 	<p>D E E E</p>	<p>A A A, I I</p>

<p><i>Competencies - an ability to:</i></p> <ul style="list-style-type: none"> • Think and act strategically; • Develop, sustain and manage new initiatives; develop action plans and manage budgets • Work confidently within Safeguarding regulations; maintain, confidentiality and appropriate boundaries at all times. • Organise and plan his/her own work with good time management skills and prioritise workload; work as part of an effective team; encourage, motivate and train a team of volunteer helpers and leaders. • Communicate clearly and effectively with children and young people; engage and communicate with parents, guardians and the wider congregation; • Win and maintain the respect of the children and young people by his/her example, approach, commitment and reliability; • Deal with difficult situations with tact and diplomacy. • Confidently share their Christian faith by leading children and young people in worship and Bible teaching; taking care of the development of their own faith; become a full and active member of our congregations. 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>A, I</p> <p>A, I</p> <p>I</p> <p>A, I</p> <p>I</p> <p>I</p> <p>A, I</p> <p>I</p>
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Additional Information

Reporting and Oversight.

The Line Manager is the Vicar. It is expected the Children's Ministry Leader would receive support from one or more mentors, appointed by agreement of the Vicar and the approval of the PCC.

Supervisory Responsibility.

The Children's Ministry Leader will oversee the work of volunteers, and will appoint volunteers in consultation with the Vicar and subject to Safer Recruitment guidelines.

Budgetary Responsibility.

The Children's budget is set annually by the PCC. Support in administering this will be provided by the Treasurer.

Professional Development.

Assistance will be given in developing further professional development and qualifications. The Children's Ministry Leader will be encouraged to take retreats, attend training events and will be supported in all aspects of professional development.

Genuine Occupational Requirement:

This post carries a Genuine Occupational Requirement that the post-holder should be a practising Christian. Christ Church is part of the Church of England, and is a member of Inclusive Church (inclusive-church.org)

Work base:

Working from home, there are limited 'hot-desk' facilities in the Vestry at Christ Church. There are limited storage facilities in the vestry and church hall.

Hours of Work:

The nature of the work is flexible, but may necessitate a regular commitment to evening and weekend work. It is expected that the person will work 22.5 hours per week, with at least two full days off per week and a third consecutive day off per month - this includes school holidays.

Holidays: 126 hours annual leave pro rata including statutory holidays and not more than 5 Sundays. There should be a flexibility to work some Bank Holidays – e.g. Good Friday – with time off in lieu.

Accommodation:

There is no living accommodation provided with the post.

Expenses:

Working expenses (including mobile telephone with a post-specific sim, broadband, postage, travel, materials etc.) will be paid in full, and the PCC will meet the cost of approved training courses during the year. The PCC operates a schedule of delegations, and so expenses beyond those budgeted for in the Children's Ministry Leader budget must be agreed by the PCC.

Probationary Period:

A 6-month period of probation will apply.

Post Review:

This post is for 36 months, fixed term contract.

The post, including the finances which support it, will be reviewed after 18 months.

Notice Period:

2 calendar months.

The Interview:

This will take place in the week of the 7th October 2024.

We will ask each candidate to: *(Not necessarily in this order)*

1. Lead a 15 minute teaching and prayer activity based on the week's Bible reading, with children from our local primary school, and observed by the panel. The children will be a mixture of primary school ages and abilities. The children will give their opinions to the panel, but will not have a deciding voice. You will have 15 minutes to prepare and set up. Please bring any equipment and resources with you.

2. Participate in a 45 minute interview, where the panel (max 7 people) includes the Vicar, members of the PCC, our Parish Safeguarding Officer, and representatives from the Diocese and local schools. The same questions will be asked of each candidate.

Parish Profile:

Christ Church is a vibrant and inclusive worshipping community in the Lancaster and Morecambe deanery. The parish covers an area of approximately 2 square miles, with a population density of 4.5 per square mile, and a wide demographic spread, living in owner occupied, private and socially rented housing.

Thousands of new dwellings have been and are being built in the parish, this growing population is ripe for outreach. We are keen to walk alongside these new residents, and especially to find out how we can be there for them in their family and social needs – and to share our faith in serving them.

Our ethos is open and welcoming: we celebrate and affirm all God's children, we will not discriminate, and we seek to follow Jesus' example of reaching out first to the most excluded. Our church style is modern catholic, and we are a very child-friendly church.

The parish serves a number of schools, with particularly close links to Lancaster Christ Church Church of England Primary School, Lancaster Royal Grammar School and Central Lancaster High School, which we would like to see become even stronger.

Our finances, although challenging, are well regulated, and which we are working on in good heart and for which we are actively raising funds.

We are a very friendly church with a hard-working PCC and a strong team of committed and caring individuals - we want to make a real difference. Please join in!

Our area:

Lancaster is situated in the north west of England on the banks of the River Lune, with two AONBs on its doorstep. It is surrounded by Morecambe Bay, the hills of the Forest of Bowland, Preston and the Fylde, and the National Parks of the Lake District and Yorkshire. Its magnificent castle commands a prominent position overlooking the River Lune.

Transport links are good - the West Coast main line offers easy travel to Manchester, London, Glasgow, Leeds, etc. – and the M6 connects us north and south. The nearest airports are Manchester, Liverpool and Blackpool.

The City of Lancaster has a population of around 60,000 people (2017). Its main employers are education and health, especially the Royal Lancaster Infirmary and Lancaster University. Its second university, the University of Cumbria, lies partly in our parish. Lancaster boasts outstanding primary and secondary schools. Retail, digital and industrial enterprises account for many of the smaller employers.

Christ Church, built originally as a chapel for the Royal Grammar School and the local workhouse, is about a ten-minute walk from the busy city centre. The centre is not particularly large, but is popular with locals and visitors alike, with many independent shops and cafés, etc. Our parish has considerable socio-economic diversity, offering huge opportunities for outreach and engagement.

The residents are naturally also diverse, with some transient. Many houses around the church are let to students at the two universities, a number of whom come to services and to help with activities. There is also a fairly high turnover of residents in parts of the parish where deprivation has meant insecurity, family upheaval, and moving on.

Lancaster is a multi-cultural society, with strong Asian and Eastern European communities. It is a City of Sanctuary, with Christ Church members active in helping migrants to settle into the community. There are areas of deep poverty in Lancaster, especially in our parish housing estates, and the Christ Church community collects for the food bank every week, and supports local charities working with refugees, asylum seekers and homeless people.

What we offer, and what you would bring:

As our new Children's Ministry Leader, you would have the opportunity to help us make a real difference in a rapidly changing parish with an expanding population, at the same time as providing pastoral and practical support to individuals and families who are undergoing exceptional difficulties, and also learning from them.

Christ Church is truly blessed in its community of open-minded and welcoming people who are committed to becoming more Jesus-shaped, by including people from the edge of society, to using more story-based teaching, with deeper and more mission-focused prayer, and putting faith into action.

We follow the lectionary and liturgical year, celebrating Advent and Christmas, Holy Week and Easter with weekday events. We are a child-friendly church, with baby-changing facilities in the Hall, a book/play area for young children in church, and mothers are welcome to breastfeed babies in church.

This passionate concern for our neighbour, this strong sense of community and commitment, is rooted and grounded in our obedience to Jesus' commandment to love one another and to follow his example in sharing God's love.

The church hall is an accessible modern building and in a good state of repair. An enthusiastic group of people keep the church clean and tidy, and the church and hall are accessible for those with disabilities. Health and safety are kept at a very high level by the PCC, as the hall is used by many groups.

The hall is booked regularly for Pilates and dance classes, children's parties, community groups, baptism parties, etc., and offers valuable outreach opportunities.

The PCC's aims for Christ Church in 2024 are:

- We aim to grow the breadth of worship we offer, to enable all generations and backgrounds to be spiritually fed and to grow in faith, whilst retaining our catholic sacramental roots.
- We hope to be a friendly and fun community to be part of, with a breadth of ways that enable people to belong to the church at different levels, and feel welcomed and included as a reflection of God's love.

- We want to be known in the parish for our invitations to be part of events and worship, especially in our estates and schools.
- We want to grow and sustain our care for those in need, and work with people so as to best serve our neighbours in the way Christ taught us.
- We aim to grow good habits of stewardship, especially of what is entrusted to us - in our care for one another, the prayer and faith which we share with each new generation, the buildings we have inherited, and how we care for God's creation at a time of climate emergency.