



The Diocese of
Southwark

Job information pack

Community Children & Families Worker

An exciting role for a gifted and enthusiastic evangelist with a heart for children and families both within the local community as well as the church.



Closing Date: 2nd April 2025

Interview Date: 14 April 2025

**Christ
Centred**

**Outward
Focused**



The Diocese of
Southwark

Job Description

- Job Title:** Community Children and Families Worker - part-time, 14 hours per week
- Reporting to:** Leader Well City Church with day-to-day reporting to the Assistant Leader
- Location:** St Michael Stockwell
- Key Relationships:** Leader and Assistant Leader of KXC/Well City Church
Church Leadership Team
Church and Parish children and families
Worship Pastor
Parish Staff
Volunteer Team Members and Leaders
Diocesan Project Manager and the Core Project Team
Diocesan Children, Youth and Families Team

Background to the job

This is an exciting opportunity for a gifted and enthusiastic evangelist with a heart for young people in the wider community as well as the church.

Specific projects have been identified in places across the large and diverse Diocese of Southwark, where there is clear opportunity for growth and funding has been obtained from the Church of England's Strategic Mission and Ministry Investment Board to support these projects.

One of these places is King's Cross Church (KXC) which planted Well City Church in Stockwell in September 2024, with the vision to be a Well of Worship, a Well of Life and a Well of Overflow for the sake of the city. The church is led by Lois Tackie-Oblie, supported by Pete and Bee Hughes and the KXC team.

Job Purpose / Summary

As part of our vision to be a Well of Overflow for the sake of the city, this role provides a blank canvas for a dynamic individual to pioneer and lead an evangelistic ministry for young people in the community, alongside setting up a parent and toddler group and coordinating the children's work within the church. The primary focus of this role is to serve families in the community, but it also includes coordinating and providing leadership for the existing children's ministry at Well City Church.

Key Responsibilities

- To pioneer and lead an evangelistic ministry serving children and/or young people in the community (for example, a children's choir, football club, dance class), with a vision to connect with children/youth and families in the community to the church.
- To set up and lead a weekly stay and play session for parents/carers and under 5s in the community.
- To coordinate and administer the children's ministry at Well City Church, including planning Sunday sessions, bringing leadership to the Kids' Team, creating and updating rotas for volunteers; identifying, recruiting, training, monitoring and nurturing volunteer teams; leading the children's ministry one Sunday a month.
- To plan for and integrate children and young people with additional needs.
- To oversee children's activities at church-wide events and socials.
- To demonstrate a commitment to safeguarding, ensuring team members and volunteers have valid DBS checks and are fully trained and equipped.
- To manage risk, including preparing risk assessments for activities and events.
- To work with the Church Leader to integrate children and young people into church life.
- To oversee a department budget with responsibility to manage resources.
- To attend both regular and occasional staff meetings, retreats and conferences.
- As a member of the team, to undertake occasional and various responsibilities as the need arises (e.g. event organisation, ad hoc projects).

Health and Safety

Employees must look after their own health, safety and welfare and be mindful of other persons who may be affected by their acts. Employees must co-operate and comply with management instructions regarding Health and Safety issues and report all accidents, incidents and problems as soon as practicable to their supervisor, manager or other senior members of staff available.

Equality and Diversity

All staff are expected to demonstrate the value of 'Respect for All' and follow any guidelines and policies relating to equality and diversity, and equal opportunities.

Confidentiality

Maintaining confidentiality and preserving the integrity of our work in the Diocese is very important. You will not, except as authorised by the Diocese, or as required by law or your duties, use, divulge or disclose to any person, firm or organisation any information about individuals, parishes or the Diocese, or other confidential information relating to the

organisation, finances, parishes, dealing and affairs of the Diocese which may come to your knowledge during your employment.

Person Specification

This post is subject to an occupational requirement that the postholder be a practising Christian under Part 1 of Schedule 9 of the Equality Act. We also ask that the successful candidate attends Well City Church.

We are looking for an individual who is committed to discipleship to Jesus in all aspects of their life, with a passion for Jesus that motivates their attitude towards their work, a strong desire to share the gospel with those outside of the church, and who is able to pioneer family-focused ministries from scratch. Our hope is that they pursue spiritual and emotional growth, in the power of the Holy Spirit in their life and also have a desire to see that same growth and transformation in the Church. Finally, they will be a team player who is motivated by the prospect of joining a church plant in its infancy and willing to pitch in to develop the culture and life of the wider church. We are looking for someone who makes room for the gifts and talents of others but who is also confident in bringing their God-given contributions to the life of Well City Church and the building of God's Kingdom.

Essential	Desirable
Skills and experience	
Gifted and enthusiastic evangelist.	Experience in managing a department budget
Experience in teaching and leading groups of young people; communicating in a fun and relevant way.	
Vision for evangelistic, family-focused ministry with the practical skill to pioneer and lead it (e.g. music, sport, dance, drama).	
Ability to plan and communicate events and activities with children and young people, volunteers, parents and carers.	
Creating dynamic environments for young people of different ages and backgrounds	
Ability to recruit, lead and train a range of volunteer teams, including coaching in leading sessions and activities.	
Good organisational skills and comfortable within a team office environment.	
Computer literate with Microsoft Office and Google Suite packages.	
Experience in safeguarding and how to manage risk.	

The role requires applicants to demonstrate a commitment to safeguarding children and vulnerable adults of all cultural backgrounds and have a good awareness of relevant policies and procedures, statutory legislation and guidance. The role will be subject to a DBS check.



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TERMS AND CONDITIONS

Community Children and Families Worker

(part-time, 14 hours per week)

fixed term until July 2029

Outline terms and conditions

Employer

You will be employed by the South London Church Fund and Southwark Diocesan Board of Finance whose registered office is at Trinity House, 4 Chapel Court, Borough High Street, London SE1 1HW.

Normal Place of Work

Your normal place of work will be St Michael Church, Stockwell Park Road, Stockwell, SW9 0DA

Salary

The post has a salary of £12,800 pro rata [£32,000 FTE] per annum.

Probation

The appointment is subject to the satisfactory completion of a six-month probationary period.

Hours of work

14 hours per week, including Tuesday morning. One Sunday a month will be a working day and this will involve some occasional evening work.

Holiday Entitlement

You will receive 26 days annual leave per annum, increasing to 31 days after 2 years' service. There is also an entitlement to 2 local and 8 national bank holidays. [Pro rata for part-time hours]

The leave year runs from 1st January to 31st December.

Sick Pay

Sick Pay is paid at full pay and half pay rates dependent on length of service, details of which are contained in the contract of employment. Where the right to Diocesan Sick Pay has not been established or it has been exhausted, then Statutory Sick Pay provisions will apply.

Season Ticket Loan

An interest free season ticket loan is available upon satisfactory completion of the probation period.

Cycle to Work Scheme

The Diocese is part of the scheme that enable staff to purchase a cycle and equipment for cycling to work, through a salary sacrifice scheme.

Pension

A non-contributory pension will normally be arranged with the Church Workers' Pension Fund, currently a 15% employer's contribution.

Employee Assistance Programme

A free and confidential employee assistance programme providing support to staff in a number of areas, including benefits advice, caring responsibilities, and counselling support is available 24 hours a day 7 days a week.

Working Expenses

Reasonable out of pocket expenses will be reimbursed.

Termination of Employment

During the six-month probationary period one week's notice is required on either side. Thereafter you will be required to give three months' notice should you wish to resign and will receive a minimum of three months' notice.

Equal Opportunities

The Diocese has a strong commitment to equal opportunities and will not discriminate on the grounds of race, nationality, age, sex, disability, marital status, sexual orientation, religion or belief. Its employees are expected to abide by the Equal Opportunities Policy which embodies these principles.

Disciplinary and Grievance Procedures

Further details would be provided in the contract of employment that would be issued on appointment.