



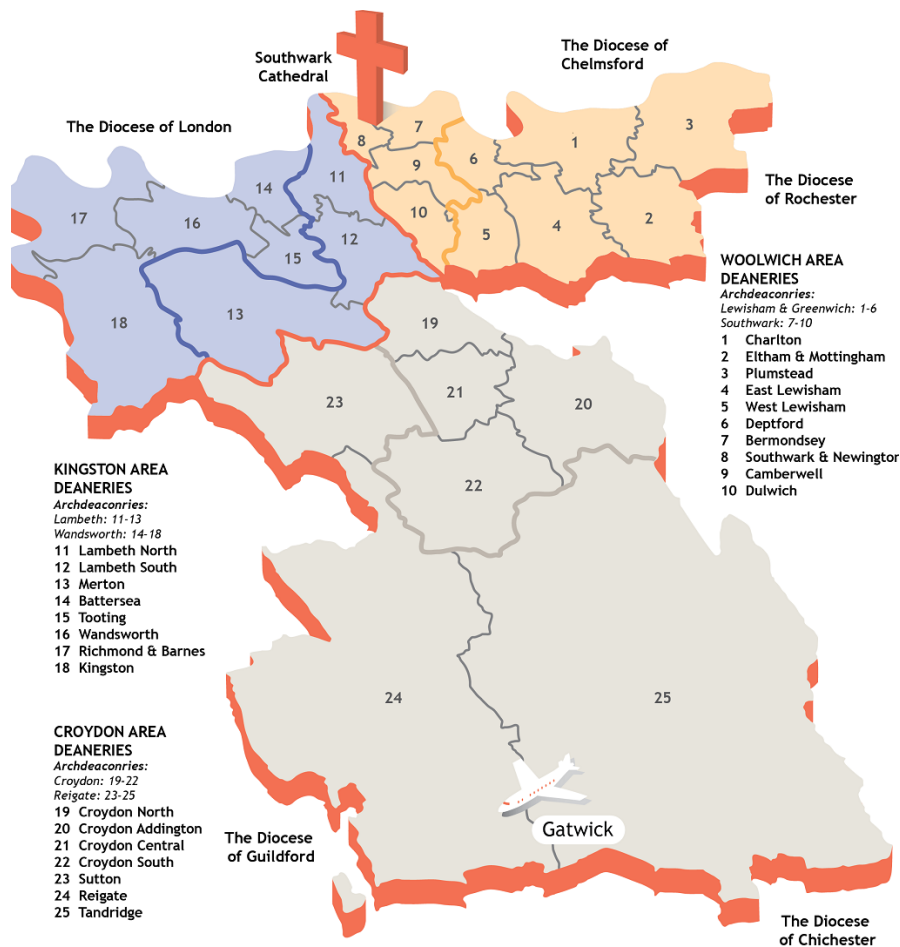
The Diocese of Southwark

Children & Young People Support Officer (Mission & Response to Serious Youth Violence)

Job Information Pack

Closing date: 18th February 2022

Interviews: 4th March 2022





The Diocese of Southwark

Revd. Canon Jay Colwill
Trinity House
4 Chapel Court
Borough High Street
London SE1 1HD

d 020 7939 9417
s 020 7939 9400
jay.colwill@southwark.anglican.org

www.southwark.anglican.org

Dear Applicant,

I am delighted that you have shown an interest in the role of
Children & Young People Support Officer (Mission & Response to Serious Youth Violence)

This information pack provides an outline of the role, the skills and experience that we are looking for, plus some further background to the Diocese. The deadline for applications is Thursday 17th February. Shortlisting will take place on Monday 21st February, interviews are scheduled for Friday 4th March.

This post provides an exciting opportunity resourcing the delivery of our strategy for Children and Young Person's Mission and Ministry (CYPM&M). The role will increase our capacity to deliver this strategy, as well as leading some dedicated work to address Serious Youth Violence working with local and national organisations. If you would like an informal discussion about the role prior to application, please don't hesitate to contact me. Please also visit the Children and Young People's Mission and Ministry pages of the diocesan website (link below)

<https://southwark.anglican.org/mission-ministry/mission/children-youth/>

This is an excellent opportunity for someone to make a real difference to the work of the Diocese, in supporting our parishes and serving the people of South London and East Surrey under God. If this is a role that excites you and you believe that you have the necessary skills, experience and imagination, we would very much like to hear from you.

Yours sincerely

The Revd. Canon Jay Colwill
Canon Missioner, Southwark Cathedral
Director of Mission and Evangelism, Southwark Diocese



The Diocese of Southwark

Diocesan Staff Purpose

To lead, enable, serve, support and enable the mission of God as it is worked out in the parishes, deaneries, schools and communities of the Diocese of Southwark

Job Title:	Children & Young People Support Officer (Mission & Response to Serious Youth Violence)
Department:	Mission and Evangelism
Reporting To:	The Canon Missioner, liaising with the Head of Justice, Peace & Integrity of Creation for work responding to serious youth violence.
Job Purpose:	Assisting the delivery of the Diocesan Children and Young People's Mission and Ministry (CYPM&M) which also together with responsibility for partnering with others to combat the effects of serious youth violence.

Background

This important and significant post has been created to support the delivery of the Diocesan Children and Young People's Mission and Ministry (CYPM&M) strategy. CYPM&M sits in the Mission and Evangelism Team headed up by Canon Jay Colwill. At the strategy's heart is the vision statement of a hospitable church, where children and young people are welcomed and invited to shape and be shaped by the church. As a diocese, we are also committed to tackling Serious Youth Violence and supporting parishes with resources to address this, providing loving service and transforming structures. This includes supporting and working with parishes in knife crime 'hotspots', both helping them to deal with challenging situations but also developing early interventions to prevent young people from getting involved with violence in the first place.

There are 3 main areas of operation:

- a. Training and Resourcing
- b. Advising parishes and deaneries
- c. Working with partners to combat the effects of serious youth violence

Role

Line managed by the Canon Missioner you will work closely and collaboratively with the Head of Justice, Peace & Integrity of Creation (JPIC) and colleagues in the Mission & JPIC teams. A key role will be to support the church's work amongst young people, providing a point of contact for parishes, deaneries and clusters of churches who request support.

Main duties and responsibilities

1. Publicise and promote the vision, goals and work of CYPM&M across the Diocese, encouraging stakeholders to become involved.

<https://southwark.anglican.org/mission-ministry/mission/children-youth/vision-goals/>

2. To act as contact point for parishes, chapters, deaneries, clusters of churches seeking advice or support with CYPM&M, developing a broad understanding of the range of areas covered in order to be creative and effective at linking requests with sources of help.
3. To enable voices of children and young people to be heard by stakeholders, in different contexts throughout the diocese.
4. To develop affirmed, commissioned and licensed Children, Youth and Family (CYF) ministry with the Lay ministries department, put in place the Aurora children's ministry training course and further develop youth forums in each Episcopal area.
5. To be a focal point for parishes who need support in working on projects related to preventing and addressing Serious Youth Violence, reporting to the Head of JPIC; developing and maintaining a set of useful resources; and speaking at parish and Deanery events. Maintaining a record of Southwark churches' activity to address Serious Youth Violence and engaging with other organisations working to tackle Serious Youth Violence. This is a service to our communities on 'the public sector' to serve the common good.
6. Maintain accessible up-to-date records, including contact details, in line with Diocesan policies and practice.
7. Convene and support meetings of the CYPM&M advisory group, employed worker lunches and other seminars arranging input as required (using technology and online resources as required.)
8. Act as research officer for CYPM&M, staying current with relevant research, local practice, distilling, reflecting on, and disseminating it appropriately.
9. Encouraging churches to actively build strong relationships with households and schools, making use of local partnerships and through working together with colleagues in the Southwark Diocesan Board of Education offices, as part of the national Growing Faith initiative (2019).
10. Maintain and develop effective communication systems between stakeholders, both inside and outside, including regular mail chimp emails, website updates and social media.
11. Plan and co-ordinate events, conferences, and meetings as requested.
12. Undertake other administrative, development or research work as may be required.

Person Specification

Essential

- A practising Christian committed to worship, prayer, study and service¹
- Proven track record of effective youth mission and ministry
- To have a theology of the place of children and young people in the church, which respects and values the different traditions within the diocese. Enthusiastic and knowledgeable about working with and for children and young people and helping them to find their full potential, including in challenging situations
- A good understanding of and passion for supporting parishes in their CYPM&M
- Passionate about addressing and preventing Serious Youth Violence and sympathetic to the promotion of these aims within and through the Church of England
- Collaborative network-builder with a record of building constructive relationships with individuals and organisations to achieve results
- Able to make sound judgements and exercise initiative
- Good communication skills both written and oral
- Proven track record to deliver training, with good presentation skills
- Well organised with demonstrable administrative and record-keeping skills
- Competent with IT: database; MS Office, Zoom meetings & webinars, etc
- Be able to work flexibly, to work evenings and weekends by arrangement and with Time Off in Lieu available where appropriate
- To recognise that combating serious youth violence will serve the common good and.

Desirable

- Experience of responding to issues of serious youth violence within the community
- Demonstrable facilitation / coaching skills.
- Demonstrable commitment to diversity and inclusion.

¹ An Occupational Requirement exists for the post-holder to be a practising Christian in accordance with the Equality Act 2010

DIOCESE OF SOUTHWARK
CHILDREN AND YOUNG PEOPLE SUPPORT OFFICER

(Full-Time, 35 hours per week)

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 Trinity House.

Salary

The post has the salary range of £32,500 - £34,240 inclusive of London Weighting. You would be entitled to an increment each April (to the maximum of the scale) providing that you have been in post for more than six months and your performance is satisfactory. Appointment is normally at the bottom of the five-point scale.

Probation

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

Hours of work

35 hours per week, Monday - Friday normally but with flexibility required for occasional evening or out of hours meetings.

Holiday Entitlement

You will receive 26 days annual leave per annum (pro rata), increasing to 31 days after 2 years' service. There is also an entitlement to 2 local and 8 national bank holidays (pro rata). 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.

Pension

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

Working Expenses

Reasonable out of pocket expenses will be reimbursed.

Termination of Employment

During the six-month probationary period a 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 one month's 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.

Ineligibility for Election

Employment in this post means that you would be ineligible for election to the General Synod of the Church of England or the Southwark Diocesan Synod.

Background Information to the Diocese of Southwark

The Diocese of Southwark, founded in 1905, forms part of the Province of Canterbury in England and is part of the wider Church of England, in turn part of the worldwide Anglican Communion. The Diocese covers primarily the area of Greater London, which is south of the Thames, together with the eastern part of the county of Surrey. It is one of the largest dioceses in terms of population and parishes as well as one of the most diverse.

The Diocese covers fifteen Local Planning Authorities (in part or wholly).

The Diocese seeks to be a Christian presence and to share the Christian faith in each of its parishes through the mission and ministry of its clergy, congregations, schools and chaplaincies and works to promote the common good, with a particular concern for those most in need.

The priorities of the Diocese are to release gifts, renew vocations and deepen people's life of faith. We aim to do so by effective stewardship of our resources, by collaborative team working, by respect for all and transparent accountability.

Specific aims which the Diocese is working towards at present are:

- to grow our average weekly attendance.
- to increase the number of worshipping communities.
- to grow our financial resource base to allow investment in growth for the future.
- to increase lay and clergy vocations; and
- to grow leadership and representation that reflects the rich diversity of Southwark Diocese.

The Diocese is committed to providing the resourcing necessary to train and house over 300 clergy to minister in its parishes, alongside laity and clergy in secular employment.

In 2018 ministers carried out 2,720 funerals, 680 weddings and 3,170 baptisms. Surveys indicate that 96% of church members volunteer in their local communities, including as school governors, street pastors and in night shelters and food banks. This is compared with a national figure of 80%. During the same time frame, 70% of Southwark churches ran at least on social action project against 49% nationally.

The Diocese of Southwark serves...



2.8 million people



in the 16 local authorities
of South London &
East Surrey



through 356 places of
worship — a Church of
England presence in
every community



and 106 church schools
educating more than
37,000 young people

As part of the Renewal & Reform programme, the Church Commissioners have been making major grants available to Dioceses for specific projects with clear vision and goals to make a significant difference to their mission or financial strength. The Diocese of Southwark has now been awarded two such grants.

In 2016, the Diocese was awarded a major grant to develop fresh expressions of Church throughout the Diocese and to grow the Church in new development areas, in particular the Nine Elms development on the South Bank in the Vauxhall /Battersea area.

In 2019 the Diocese was awarded a second major grant this time for six specific projects in places identified across the Diocese where there is a clear opportunity for growth and where lessons learned can be replicated to good effect across the Diocese and the wider church. As the Church of England report “Church Growth - From Evidence to Action” makes clear, there is ‘no single recipe for growth’. Yet, there are common factors and as such, we are embarking on diverse approaches in both intervention, church tradition and expected outcomes, whilst ensuring appropriate monitoring and oversight.

The Diocese is divided into six archdeaconries and twenty-five deaneries, overseen by the Bishop of Southwark, who is supported in his pastoral work in the Diocese by three area bishops, the Bishop of Kingston, Bishop of Woolwich, and Bishop of Croydon, as well as six archdeacons.

The statutory work of the Church and support to the parishes is provided by the staff of the Diocesan office, located in Trinity House, Southwark.

Trinity House and the Area Offices

Trinity House houses the Diocesan office where most of the executive and professional staff of the Diocese are based. Trinity House is under the overall direction of the Diocesan Secretary who reports to Bishop Christopher, our Diocesan Bishop. Trinity House is just off Borough High Street, within a quarter of a mile of Southwark Cathedral.

In 2016 our governance structure was streamlined to align policy and resource decision-making in a new Diocesan Council of Trustees (DCT). The governance of the Diocese is held by the DCT which incorporates the Diocesan Board of Finance, Bishop’s Council, Diocesan Mission & Pastoral Committee, and Diocesan Parsonages Board, with co-terminus membership. The DCT delegates the day-to-day management and leadership of its activities to the Diocesan Secretary who is accountable directly to it and who meets with both the Senior Management Team (comprising Departmental Heads, of which the Deputy Diocesan Secretary is one) and monthly with Archdeacons. In addition, more granular oversight by the DCT is exercised through its two committees, the Policy and Finance Committee (PFC) as well as the Audit and Risk Committee (ARC). These committees each have distinct responsibilities for scrutiny and oversight; the PFC for resource spend and performance against objectives, and the ARC in its ongoing appraisal of risk, including investment risks.

The staff who work across the whole Diocese have a core purpose and values that set out their role in supporting the Diocese achieve its Strategic objectives. These are known under the banner of 'Lead, Enable, serve' and are summarised in the table that follows below.



SOUTHWARK VISION 2017 -2025
HEARTS ON FIRE with a Vision for Growth;
Walking, Welcoming, Growing.

Diocesan Staff Values

Effective Stewardship of resources
Collaborative Team Working
Respect for all
Transparent Accountability

DIOCESAN STAFF PURPOSE

To serve, support, lead, and enable the mission of the God as it is worked out in the parishes, deaneries, schools and communities of the Diocese of Southwark.

DIOCESAN STAFF AIMS

- To support our parishes and clergy so that they are energised, equipped and empowered through specialist advice, leadership in ministry, training and development, good housing and by building effective relationships.
- To meet our statutory and regulatory obligations, and to be proactive in leading and disseminating good practise.
- To evaluate and allocate resources effectively, in line with the vision, aims, values, and policies of the Diocese.
- To resource, and support mission and evangelism, vocational discernment, training and ongoing development for lay and ordained ministries.
- To ensure that all our structures, policies, practices and the way in which we communicate are fit for purpose now and in the future, through regular review and continuous improvement.