



CHILDREN'S MINISTER

**INFORMATION &
JOB DESCRIPTION**

Do you love the Lord?

Do you have a love and concern for children?

Do you want to lead our children and their families to trust and follow Jesus?

Are you energetic and fun loving?

Can you plan and oversee engaging and exciting programmes for the children?

Do you have the energy to build on an existing and thriving ministry?

If so, please read on!

Christ Church is looking to appoint a full-time Children's Minister to provide overall direction, vision and oversight for our work with children. They will lead and be part of a team undertaking regular assemblies in our adjacent church school, develop links with other primary schools in the parish and explore opportunities for mission in the wider community. They will contribute to the preaching and teaching ministry of Christ Church, as well as actively contributing to the life of the church and the local community.

The successful candidate will be working within a creative and lively 15-strong staff team and report directly to David Hall our Vicar. As well as a genuine love and concern for your children, they will have skills as pastor, discipler, encourager and mentor of others.

Our vision is to be a loving church family which makes Christ known, is committed to growing in its discipleship, and longs to see lives and our local community transformed through the power of the Gospel message and the work of the Holy Spirit. We seek to make this a reality through reflecting God's grace as Christ-centred and Christ-shaped people.

We have a large congregation with many families and young people, great technical facilities and a well-developed and growing online ministry in a beautiful and strategic location close to Junction 18 of the M25 and with direct tube and rail links to central London.

We welcome applicants from diverse backgrounds, who are hardworking and have an enthusiasm for ministry among young children from age 3 to Year 5.

If you would like to have an informal chat with David Hall, please contact the church office on 01923 282149 or send an email to recruitment@cccw.org.uk with your contact details.

Position:	Children's Minister (Full-time)
Responsible to:	The Vicar (or the Churchwardens in his/her absence or during an interregnum)
Employed by:	The Parochial Church Council
Salary:	£21,000.00 - £28,000.00 (depending on qualifications and experience), plus housing allowance – currently £7,250.00 per annum
Purpose:	To work with the vicar (line manager) in leading and developing specific areas of the Children's Ministry in the Church and the Parish.

Vision:

To nurture the faith of 3-10 year olds through the programmes and contact with their families, who are members of the congregation, connected with Christ Church in some way or live in the parish and wider community. To lead and work alongside a team of people to encourage the spiritual and whole-person development of these children. To model a godly example of Christian discipleship, while working collaboratively with colleagues and volunteers in supporting young children in their journey of faith.

Responsibilities:

This is a full-time post – 37.5 hours a week over 5 days including Sundays. It is envisaged that the successful candidate will continue to develop the well-established Children's Ministry further, particularly in reaching out to children and their families in the parish and wider community, maintaining the established link with Christ Church School and developing links with other primary schools in the parish.

Working with children:

1. Lead, co-ordinate and develop the children's programmes on Sunday mornings.
2. Lead, co-ordinate and develop the mid-week children's programmes, i.e., Lighthouse (School Years 1-3) and Illuminate (School Years 4 and 5).
3. At the direction of the vicar plan, develop and lead special events for the children, e.g., Autumn Light Party, Kids Easter Party, etc. In conjunction with the vicar plan and oversee elements of the Living Nativity (with real animals) in which the children are involved on Christmas Eve morning.
4. Maintain the links with Christ Church School and gradually develop links with other primary schools in the area under the direction of the Vicar.
5. Be involved in the leadership, planning and co-ordination of other activities during the year, e.g., Detonate – the annual Christian Holiday Week for primary aged children organised in conjunction with two other churches in Chorleywood at the start of the school Summer holidays in July.

Working with the team:

1. Within specific areas of responsibility recruit, train, motivate, mentor and encourage volunteer leaders and helpers, recommending appropriate resources as needed. Where possible, recruit and retain volunteers from both genders and with differing backgrounds, with the aim of ensuring a good balance across the whole team.
2. Line-manage the Ministry Trainees (in their first year)/Assistant Ministers (in their second year), when they are directly involved in the programmes and projects for which the Children's Minister is responsible.
3. Encourage and assist in the transition of children in Year 5 to the Youth Ministry (REAL Life) as they move up to Year 6. In the Autumn Term attend the sessions of REAL Life as needed in order to support the children and help them become established in the new group.
4. Communicate and liaise with parents/guardians on a regular basis.
5. Meet weekly with the Vicar, as line manager, for personal appraisal, encouragement and career development and attend regular meetings with the Vicar and the full-time Youth Minister in order to be involved in decision-making and oversight in respect of the Youth and Children's Ministries and the planning and preparation for major outreach events. Such meetings may from time to time also involve the Worship Minister.
6. Meet at least once a month with a mentor appointed by the Vicar.

Working with the wider Church:

1. In the areas of the Children's Ministry for which the Children's Minister is responsible, develop and communicate to the Church family, leaders and helpers a vision for Spirit-led and Biblically based work among children and be an advocate for the needs of the children in the wider Church.
2. Have a clear understanding of the Church of England's Safeguarding Policy and Guidance for Children, Young People and Vulnerable Adults, and their implementation. Work collaboratively with the Parish Safeguarding Officer and the Safeguarding Lead on the Parochial Church Council (PCC).
3. As a budget holder, manage the Children's Ministry budget, in conjunction with the Treasurer and the Finance Group.
4. Be an active member of the Christ Church Staff Team, participating in regular team meetings, reviews with the Vicar and Churchwardens, staff away days, daily prayers and other aspects of the life of the Team.
5. Develop personal gifts and skills through conferences, training events, retreats etc. A certain amount of paid leave, approved in advance by the Vicar, is allowed in addition to annual leave for such events.
6. Be involved in the wider life and ministry of the Church as a committed member of the Church family.

PERSON SPECIFICATION

Essential:

- a) A mature Christian faith and sympathy with the ethos and values of Christ Church, living under the authority of scripture and open to the work and guiding of the Holy Spirit.
- b) A heart for evangelism, discipleship and pastoral care among young children.
- c) The ability to lead a coherent vision for Children's Ministry within a church setting, and to inspire confidence, cooperation and enthusiasm in others.
- d) The ability to recruit, train, develop and lead a team of volunteers.
- e) An ability to work as part of a team.
- f) Patience, motivation, and a gifted communicator with an ability to achieve a sound work/life balance.
- g) The ability to be a positive role model and example to the children of the church, parish and wider community and their families.
- h) Able to demonstrate effective Children's Ministry and an awareness of the differing needs and challenges in engaging with boys and girls across the 3-10 years' age range.
- i) Awareness of and sensitivite to the requirements of good Safeguarding Policy and Practice.
- j) Efficient in administration, planning, presentation, and time management skills.
- k) Enhanced DBS Clearance.
- l) The right to reside permanently in the United Kingdom **and** take full-time paid employment here.
- m) Car owner with full, clean driving licence.

Desirable:

- a) Experience of outreach events in the community in a non-church setting.
- b) Holds a professional qualification in children's work or ministry (or related area).
- c) Experience of working in schools.
- d) Competent ICT and audio-visual presentation skills.
- e) Awareness of wider issues affecting children's ministry today.

This Person:

- is a godly role model
- loves children and understands their way of thinking
- is approachable, fun and energetic
- relates well and builds rapport with people of all ages, but especially with parents and volunteers
- is flexible and creative
- is confident, caring and humble
- is responsible and safety conscious
- is teachable and keen to learn