



**Role description – Youth and Families Minister**

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### **Introduction to the role**

The Christian Worker's Trust is looking for a godly, gifted, trained and experienced Pastor-Teacher to join the benefice staff team on a full-time basis to support our ministry. This exciting role involves a restructuring of the staff team to help us make the most of the abundant opportunities God has given us for discipleship and outreach in North Staffordshire.

*The purpose of the role is to support the Vicar in pastoral ministry by serving and training the congregations through prayerfully opening God's Word in various settings. These settings may include preaching; small groups; one-to-one discipleship; evangelistic outreach; schools', youth and children's groups, with a particular focus on children, young people and families.*

There is a genuine occupational requirement that the person appointed to this post be a committed Christian, whose beliefs are in accordance with the evangelical views of the parishes.

## **Introduction to the Benefice**

### *Geography:*

**Audley** is a rural village with a population of c.6,400 approximately four miles North-West of the town of Newcastle-under-Lyme. To its North-East lies **Talke**, with a population of c.4,000. To the South lies **Alsagers Bank** with a population of c. 1,700. Audley Parish (which includes Miles Green, Bignall End, Wood Lane, Halmerend, and Alsagers Bank) has a strong sense of local community, with a number of local businesses; many well-supported community groups; Ravensmead Primary School; Richard Heathcote Primary School; Wood Lane Primary School; and Sir Thomas Boughy High School. St James' church is a landmark, and a focal point for local identity. St John's is a smaller church building, and is less well-known in the area, but, like Audley, Alsagers Bank is a well-rooted community, and there are many in the village who have historic family ties with the building. Sir Richard Heathcote Primary School lies in St John's parish. Talke wouldn't naturally identify with Audley as a geographical area, and would more naturally look to Butt Lane and Kidsgrove as its neighbours. Springhead Primary school lies in the parish.

### *The churches*

All three churches stand in a clear evangelical tradition. St James has passed a House of Bishop's Resolution on Women's Ministry, St John's and St Martin's are still in the process of discussing it. St James has a long-established children's work, but numbers have dropped in recent years. St Martin's and St John's don't currently have regular children's groups on Sundays. All three work hard to be welcoming to outsiders. Audley is hosting a North-West Partnership Ministry Training Course for a year from September 2017, and a significant number from all three churches are interested in taking part.

The churches have gone from having three full time clergy to one over a couple of years. St Martin's have, at great cost to themselves, swapped their morning and evening services to allow the vicar to be present more often, and in the hope that this will help us reach teenagers and young families more effectively. St James is the largest of the three churches, and currently carries the largest proportion of the parish share (the financial contribution of the local church to the wider diocese). It has a large number of requests for marriages and baptisms. St John's is smaller but has had some encouragements in a small group starting recently, and in newcomers visiting. Each Sunday, there are 5 congregations of similar theological convictions, but very different styles of public worship (St John's at 0915, St James at 0815 and 1030 and St Martins at 0915 and 1800), as well as mid-week services and events.

The vicar, Simon Tomkins, has been in post since September 2016. The previous Youth and Schools' Worker has recently moved on, so since August 2017, the only other staff member has been a part-time administrator. There is a servant-hearted preaching team, (which includes a number of licensed readers), and numerous other committed volunteers in the three churches. We estimate that there are about 140 households who regularly attend at least one of the 5 services.

A copy of our Annual Reports for 2017 is available on request.

*Future plans:*

All three churches have significant numbers of requests for baptisms, marriages and funerals, which give great opportunities to build relationships, and to invite people to courses that seek to introduce people to the basics of Christian belief. To make the most of these, we feel we need to strengthen youth and children's work at all three churches; to continue holding out the Gospel in those courses; to put structures in place to disciple those who choose to follow Christ, and to equip all five congregations to reach out with the Gospel themselves. Developing a culture of one-to-one Bible Reading would be a great help in that. This role would be vital to enabling those things to happen.

Longer-term, we need to keep in mind that we have several places of tertiary education (including Keele and Staffordshire University) very close to us, and to keep thinking about how we could best reach and serve students.

**Key responsibilities** (to be tailored to the particular gifts and experience of the person appointed, and to be kept under review in consultation with the vicar)

**1. Personal:**

- Your own (and, if applicable, your family's) personal godliness – you can't be any use to us unless you're walking closely with the Lord Jesus yourself.

**2. Pastoral Care of the church family:**

- *Prayer:* Acts 6v4!
- *Sundays:* You would not be expected to have more than three formal commitments on a Sunday – including the youth group. If the person appointed to the post was female, we would need to discuss whether the role included some preaching and leading services, given the current discussions over passing a resolution.
- *Homegroups:* There is scope for training and resourcing home group leaders, and helping the vicar pioneer new groups and formats for small groups.
- *Visiting:* To visit those in particular need of encouragement and challenge, including those in hospital and in difficult pastoral situations, with a particular focus on young families.

**3. Youth Work:**

- *Tea and Talk:* The role may include running a youth group after the 6pm service at St Martin's, with a focus on discipling young people, and training leaders, and other mid-week groups.

**4. Children's Work:**

- *Sunday Children's Groups:* To oversee, support and train church family members in running groups at the two 0915 and the 1030 services.
- *Prampushers:* To support and train church family members in running our Friday morning toddler group.
- *Mid-week Children's Groups:* To pioneer a 'next step' for Prampusher graduates.
- *Safeguarding:* To work with the minister and the child protection coordinators to help us oversee the highest possible standards of child protection.

**5. Schools' Work:**

- *Jamjar:* To help run the weekly afterschool club at Ravensmead Primary School.

- To lead *assemblies and occasional services* for the school in the church building.

## **6. Outreach Ministry:**

- *Occasional Offices:* If ordained, the person appointed to the role might help with weddings and baptisms, and the preparation and follow-up opportunities that come with them.
- *Outreach courses:* To help with coordinating, hosting and teaching on Christian basics courses – such as Life Explored, Alpha, or home-grown equivalents – with an emphasis on helping families explore the claims Jesus makes.
- *Personal Evangelism:* To be setting an example to the congregation and minister in seeking to share the good news of the Lord Jesus with those around them.

## **Pay and conditions**

If the person appointed is not ordained in the Church of England, but has done formal theological training equivalent to a curate, (c.3 year's full-time study), or has equivalent experience (c.3 years working full time as a senior member of staff in a church) we would pay them the equivalent stipend to a C of E curate, including equivalent payment for water bills, council tax, sick pay, and pension contributions. We expect this to come to a package of about £30,000p.a.

If the person appointed is not ordained in the Church of England, but has done less formal theological training than that expected of a curate, we would use the Staffordshire County Council's NJC pay scale to determine as best we could, an equivalent stipend.

Because the terms of the role would depend on the experience and training of the person appointed, these should be taken as an indicator, rather than a binding contract:

*Place of work:* We would seek to provide you with appropriate housing in Audley, which we would hope would include space to work from home.

*Hours of work:* Because of the nature of pastoral ministry, precise hours of work cannot be set, but you will be expected to work on 6 days each week and to be present at main church services, prayer meetings, staff meetings etc. except when otherwise engaged. You will, however, have one complete day off each week on a day agreed with the vicar, and if it is necessary on occasion to work that day, you will be expected to take another complete day off in lieu. We also want you to take at two consecutive days off a month (in addition to your holidays).

As your working time cannot be measured in the normal way (and you will have managerial control over how your time is used) the 48 hour weekly time limit of the Working Time Regulations 1998 does not apply – but should you decide to work as if the limit did apply, we would respect that decision.

*Council Tax and water bills:* The Christian Worker's Trust would expect to pay the council tax and water bills due in respect of any property you live in at our request.

*Holidays:* 36 days holiday (including no more than 6 Sundays) with pay in each calendar year plus any bank or public holidays (excluding Christmas Day and Good Friday, for which days off in lieu shall be taken), to be agreed with the vicar. Agreed attendance at any Christian holidays, ventures, houseparties,

training courses or conferences will not be counted as part of your holiday entitlement.

*Sick pay:* Full pay for up to 3 months of certified sickness in any 12 month period, with any payment after that period above the statutory sick pay entitlement at the discretion of the Trustees of the Christian Workers' Trust.

*Safeguarding:* This role would require you to receive a valid and clean enhanced disclosure from the Disclosure and Barring Service, and your compliance with all aspects of the Lichfield Diocese Safeguarding policy, and the benefice safeguarding policies.

*Line-management:* The person appointed will be working closely with the Vicar, and day-to-day, will be answerable to him in the first instance. They will also need to work closely with the rest of the staff team, and the wardens, Standing Committees, and PCC's across the three churches.



## **Person specification**

<b>Requirement</b>	<b>Essential or desirable?</b>	<b>How assessed?</b>
<b>Qualifications</b>		
<ul style="list-style-type: none"> <li>Formal Theological Training (Theological College or another training course - e.g., Cornhill Training Course)</li> </ul>	Essential	Via CV
<b>Experience</b>		
<ul style="list-style-type: none"> <li>Experience of church ministry and mission</li> </ul>	Essential	Via CV and interview
<ul style="list-style-type: none"> <li>Experience of youth and children's work</li> </ul>	Strongly desirable	Via CV and interview
<b>Knowledge</b>		
<ul style="list-style-type: none"> <li>Knowledge of the Church of England – worship, ministry and structures</li> </ul>	Desirable	Via CV and interview
<b>Skills and competencies</b>		
<ul style="list-style-type: none"> <li>A faithful, clear and engaging Bible Teacher, small-group leader and personal-worker, able to handle God's Word rightly</li> </ul>	Essential	Via Reference and Interview
<ul style="list-style-type: none"> <li>Able to navigate different styles of church service without being contentious!</li> </ul>	Essential	Via Interview
<b>Personal Attributes</b>		
<ul style="list-style-type: none"> <li>Love for the Lord Jesus, His Word, His people, holiness, and the lost</li> </ul>	Essential	Via Reference and interview
<ul style="list-style-type: none"> <li>Pastoral sensitivity and confidentiality</li> </ul>	Essential	Via reference and interview
<ul style="list-style-type: none"> <li>Able to work well as a member of the staff team</li> </ul>	Essential	Via reference and interview

## **To apply**

Please send the following to [s.c.r.tomkins@gmail.com](mailto:s.c.r.tomkins@gmail.com) by *Sunday November 19<sup>th</sup> 2017*:

- A CV;
- A covering letter explaining why you are interested in the role;
- The names of three referees (One of these should be your current church leader, and one of whom should be a member of the opposite sex).

We will shortlist for an interview, and be in touch by Monday 20<sup>th</sup> November 2017 to confirm a date for interviews, to take place in the benefice.