

## **Families Worker: role description**

**Application deadline: Monday 2nd July 2018**

### **Church Profile**

Emmanuel Church is situated on the West Hill of Hastings overlooking the town. It was built in 1875 and there has been a long tradition of evangelical ministry since then. Less than half of the congregation is currently from the parish, with the remainder being gathered from as far afield as Bexhill, Battle and Rye.

We are a lively and active conservative evangelical church which is committed to the preaching and teaching of the Bible for the edification of the believer and evangelism of the unbeliever. We believe that the Bible is God's inerrant word and the final authority in matters of faith and doctrine. We are committed to having the gospel of grace at the heart of everything we do and are passionate about sharing the good news of Jesus Christ with people of our town and local community.

Over the past few years we have been growing both in maturity and numbers. We have one service at 10.30am on Sunday mornings which is currently attended by about 70 adults and 15 children. We work hard to put visitors at ease and ensure that they find a gospel-centred ministry that clearly points them to Jesus Christ as Lord and Saviour. Our services are family-friendly and our intention is that they are accessible, intelligible, and engaging for all. Visitors will find people of all ages and backgrounds including lots of young families. Members of the church are encouraged to join a home group and to actively serve one another in a way that is appropriate to their gifts and circumstances.

The staff team currently consists of the Vicar, Martin Lane, and the Church Administrator, Lisa Bonham.

We have passed a resolution under the House of Bishops' Declaration and seek to model a complementarian ministry in which men and women are regarded as equal in value and status yet with different and complementary roles.

We are a partner church in the Sussex Gospel Partnership.

More information about the church can be found at [www.emmanuelhastings.org.uk](http://www.emmanuelhastings.org.uk)

### **Mission and core convictions**

We believe that our mission, under God, is to help people of our town and local community become fully-committed followers of Jesus. Our mission and vision are expressed in our Mission Statement and Vision Statement that can be found at [www.emmanuelhastings.org.uk/about/our-mission-vision/](http://www.emmanuelhastings.org.uk/about/our-mission-vision/)

The core convictions of Emmanuel are those set out in the founding documents of the Church of England, namely, the Thirty-nine Articles of Religion (and associated Homilies), the Book of Common Prayer and the Ordinal.

We subscribe whole-heartedly to the Doctrinal Basis of the Sussex Gospel Partnership which can be found at <https://sussexgospelpartnership.org.uk/about-us/>

## **Children at Emmanuel**

Our mid-week toddler group "Buttons" provides a friendly and safe environment for church and non-church children to play and hear age-relevant bible teaching.

On Sundays, babies and toddlers are cared for in our supervised crèche, allowing parents to participate in the service without distraction. While in crèche the children participate in age-relevant bible teaching and activities. For older children, we run a Sunday Club during the service in our church hall with a team of trained and trustworthy bible teachers and helpers. Teenagers are able to join a youth bible study before the service, with dedicated and faithful bible teachers, and then are expected to join the service. When appropriate, young people are encouraged to take part in serving in the church e.g. welcoming, serving refreshments, playing in the music group.

All of our services are "child-friendly" and most include a short children's talk before the children leave to go to crèche and Sunday Club.

Young families in the church spend time together during the week on "play dates" and to support each other practically. All new families to the church are welcomed and included.

Where possible, home groups meet in the homes of those with young children to avoid the need to find babysitters.

When appropriate, young people are encouraged to go on CYFA Ventures in the summer and some financial assistance is available for those who need it.

We take safeguarding very seriously in relation to all children's and youth activities. Everyone involved in children's work in the church is subject to safeguarding procedures including an enhanced DBS check.

## **The ministry need we want to meet**

The person appointed to this role will be expected to co-ordinate and develop the ministry to families at Emmanuel.

We have a wonderful group of about a dozen young children at the church and want to do all we can to help their parents to raise them in the love and knowledge of the Lord. Our children's ministry has received a lot of attention and input over the last few years and we are seeking someone who will help us to consolidate and extend this ministry, particularly to help us to reach out to non-church families.

In addition to the children, we have a small group of four teenagers. We long to help them to become disciple-making disciples and to help them to reach out to their friends with the gospel.

It is expected that the Families Worker will undertake such activities as:

- Overseeing the direction and development of the ministry to families.
- Overseeing the children's ministry team.
- Facilitating the training of the children's ministry teams.
- Ensuring that the children's ministry is adequately staffed.

- Overseeing the children's teaching programme for Sunday mornings and mid-week children's meetings.
- Creating the children's ministry team rotas.
- Being active in Sunday Club to both teach and shadow those teaching to assist in their training.
- Being active in Buttons, our mid-week toddler group, to oversee and assist the team and to build relationships with parents
- Attending one of the CYFA Ventures with which Emmanuel has links
- Liaising with parents, and giving support and encouragement in biblical parenting where appropriate, including through one-to-one bible reading.
- Ensuring that evangelism to children including friends and/or family of Emmanuel children remains a key focus of the ministry.
- Ensuring that the church's safeguarding policies are rigorously adhered to in all meetings involving children in the church and taking an active role in our Safe Recruitment process

New ministry initiatives we want to consider include:

- Establishing an after-school club for primary school children
- Establishing a Holiday Club for primary school children in either the summer holiday or October half-term
- Running a 'Light Party' for primary school children
- Facilitating an annual parenting course and marriage course

The person in this post will, with the exception of agreed holidays, be required to attend the Sunday Services of the church, the weekly staff meeting, and to join a mid-week home group of the church.

All employees of Emmanuel Church are expected to assist with the practical and administrative tasks that are essential to the efficient running of the church.

### **Core Competencies**

Previous experience of ministry amongst children and the training of others for children's ministry are requirements for this post. Applicants must be in agreement with the Emmanuel Church Mission and Vision Statements, along with the 39 Articles of Religion of the Church of England and the Doctrinal Basis of the Sussex Gospel Partnership. The core competencies required for this job are:

- An ability to teach the Bible well to children;
- An ability to lead teams well: envisioning, motivating, encouraging and caring for team members;
- An ability to show initiative in developing existing and new ministries;
- Excellent organisational skills and planning;
- An ability to co-ordinate training and development for the children's ministry teams;
- An ability to relate well and communicate clearly with colleagues, team members and parents.

There is an occupational requirement for the post-holder to be a Christian in accordance with the Equality Act 2010. An enhanced DBS Disclosure will be required for the successful applicant.

### **Accountability, Support and Training**

The person appointed to this role will be accountable to the Parochial Church Council. The Vicar will be designated as their immediate line manager. The appointee will be encouraged to attend relevant training events and conferences, especially those organised by the Sussex Gospel Partnership, as agreed with the Vicar.

### **Basis of Employment**

The post is a full-time post, with a 6 day a week contract, including Sundays.

### **Salary and Benefits**

The position has a salary of £18,000-£21,000pa depending upon experience, plus pension.

Alongside their salary, the successful applicant will be entitled to receive a personal training and development budget (for the purchase of books and to enable attendance at conferences and approved training events) of £350 per year. Employees are also permitted to claim expenses incurred on behalf of the church, including travel.

The applicant will be entitled to 36 days annual leave per year, in addition to public holidays, which apart from exceptional circumstances must be taken outside of school term-time.

### **Accommodation**

The position includes the provision of accommodation in a two bedroom second-floor flat in close proximity to the church building.