

Keyworth Methodist Church - Children's and Family Worker

Job Description

Job Title: Children's and Family Worker Lay Employee in the Nottingham South Circuit

Location: Keyworth Methodist Church

Purpose of Position

To further develop Christian outreach among children and young families in Keyworth by leading an ecumenical team of volunteers working in this field.

This appointment is being made at an important and exciting time in the life of Keyworth Methodist Church. We are using the opportunity of welcoming a new children's worker into our church family to bring new ideas and suggestions in the development and enhancement of current work. There is extensive new building taking place in the community and this will see the arrival of new families which the churches of the village wish to serve. This is reflected in the decision to expand a previously part-time post to full-time.

Oversight and Support

The post holder will report to the Minister at Keyworth Methodist Church, currently the Rev Tony Simpson. He or she will be supported by a church management team as well as an ecumenical team currently overseeing a range of Children's and Young People's activities in the village.

Main responsibilities

To work with the minister and the worshipping congregation to explore ways of enhancing and promoting family friendly worship.

To lead and direct a team of volunteers in developing the existing Junior Church of Keyworth Methodist Church.

To lead an ecumenical team of volunteers running Toddler and Parent/Carer-centred activities, currently 'Toddler Praise' and 'Wednesday Toddlers'.

To work with village clergy to build upon existing relationships with local primary schools, particularly through School Assemblies.

To direct and lead a team of volunteers to continue the Summer Holiday Clubs.

To lead a team of volunteers to enable all local Primary Key Stage 1 pupils to take part in Easter 'Time Travelling' on a biennial basis.

To lead and encourage programmes of Special Events for families through the year (e.g., Christingle, Messy Church, Good Friday Workshops).

To investigate opportunities to promote Christian outreach amongst children and young families at village events (e.g., the Annual Show/Fair).

In consultation with clergy and church leadership teams, to identify and encourage new leaders/helpers to join teams currently working with children and young families.

To affirm and aid the skills development of existing and new volunteers.

To explore the potential presented by social media for maintenance of contacts with volunteers, parents and carers and thus the building up of Christian fellowship.

In conjunction with management teams to access an agreed budget to enable the ministry with children and young people to develop.

To attend Church Council meetings and Team meetings regularly and appropriate circuit staff meetings. (Other meetings only to be attended when specially requested.)

To keep adequate records of contacts and of work undertaken.

To ensure the implementation of relevant procedures including Health and Safety & Safeguarding. To work with the Church Circuit and the District Safeguarding Officers to ensure compliance with the Churches' Policy on Safeguarding and creating a safe space for all.

To perform other duties identified by the Minister that are consistent with the nature, purposes and level of responsibility of the post.

Personal Specification: Required Commitments, Qualities and Skills

A strong commitment to the Christian Faith and a desire to promote that faith in others.

A sense of vocation to Christian work with children and their families.

A commitment to regular prayer with and for children and their families, and for children's workers and volunteers.

The ability to lead, co-ordinate and work collaboratively with a team of volunteers in children's and family ministry.

The ability to build relationships with families and provide them with opportunities to explore and respond to the Christian faith.

Having the sensitivity to enable the offering of pastoral support to children and their families.

Good interpersonal, motivational, organisational, time management and communication skills.

Willingness to work flexibly, including Sundays, some evenings, and periods during school holidays.

Self-motivation and the ability to motivate others, inspiring and encouraging them to explore and develop their gifts.

Creativity and imagination combined with willingness to initiate and try new things.

Proficiency in IT skills.

Awareness of and compliance with all health and safety procedures and safeguarding requirements.

Experience – desirable

The following experience is desirable whether in previous paid or voluntary church activity or in both.

Previous experience of Christian outreach work with children and families.

Experience of leading and working with a team.

Experience of planning events and programmes for children and families.

Experience of working with other organizations and the local community.

Qualifications

Education to A level standard or equivalent is essential.

A professional qualification in children's and youth work or family and community work or another relevant discipline is desirable.

Commitment to continuing professional development is essential.

Holding of a full driving licence is desirable.

Terms and Conditions

- Working pattern: 40 hours per week to be worked flexibly including Sundays, evening and weekend working. Holidays to be taken outside of term time
- The Local Management Team will meet regularly with the post holder to: review the work undertaken. Work with you to encourage responses to challenges and opportunities in mission. Determine priorities and ensure good communication between all involved with the work. Monitor, discuss and evaluate your progress on a regular basis. Agree and support any training requirements.
- Appointment is subject to satisfactory references, Enhanced DBS certificate and criminal record clearance.
- Appointment subject to the satisfactory completion of a probationary period.
- At least one day free of responsibilities per week.
- 28 days annual leave including Bank Holidays.

- The salary will be the Living Wage, currently £9.50 per hour, with possible additional points for qualifications and experience within the range £19,760 to £23,735pa
- As a committed Christian, in sympathy with Methodism, the Children and Family Worker is expected to be a regular member of the worshipping community at Keyworth Methodist Church and be a link between the worshipping community and Family Work.

Keyworth Methodist Church

Mission Statement

- Keyworth Methodist church exists for the glory of God and the advancement of Christian faith to the community. We are committed to:
- Worship which recognises the needs of the whole church family which both welcomes new forms of worship and treasures the past.
- Fellowship which welcomes all, enables faith to grow, and promotes care for one another and our community.
- Spirituality which sees Bible Study, Prayer, Worship, Giving and Service as vital ingredients in seeking to live after the pattern of Jesus.
- Learning through private and group study which enhances our understanding of our faith and its foundation documents and beliefs.
- Serving God in the world by living as Christian citizens and by fostering concern for social justice and proper stewardship of resources.
- Evangelism through individual and group witness, by word and deed in the local community, and also in cooperation with other local and Circuit churches.
- Premises that are well maintained and appropriate for worship and community service in our age.

Keyworth Methodist Church is one of nine churches in the Nottingham South Methodist Circuit. The Circuit is served by three full time Presbyters supported by a team of lay workers and volunteers.

Church membership is at present 112 with 84 on an additional 'Friends of KMC' pastoral list and has maintained these numbers for the last 20 years. Pastoral care is important within the church and there is currently a team of 23 pastoral visitors.

The minister is supported by a team of Church Stewards and Church Council is assisted by Pastoral, Property and Finance Committees as well as a Worship and Ministry Committee created to support the minister in overseeing the worship and mission of the church. Worship takes place each Sunday morning (10:15) with Holy Communion monthly. In addition, there is an early morning Communion service and breakfast once a month, and monthly evening service including quarterly Communion.

Keyworth Methodist Church PRE-COVID

There was a small Junior Church and we wished to foster the growth that was taking place. The church had a thriving 'Toddler Praise' each Friday morning when between 25 and 40 youngsters plus their parents or carers met for age-specific worship including singing, storytelling, craft, refreshments – followed by chat and toys! This was paralleled by an equally active Wednesday Morning Toddler group not involving worship but working with young families and encouraging transition to Toddler Praise. A Youth Group met on Sunday evenings.

Regular adult groups included a weekly Prayer Group, a fortnightly 'Time to Discover' Study Group, a fortnightly Craft Group, and a weekly Saturday Shoppers' Coffee Morning. The church premises were heavily used by the local community, in particular by U3A groups, the Keyworth Choir and Slimmer's World.

Like many churches, the age profile of our Sunday congregation is older with an average pre-Covid attendance of between 65 and 75 including children. Those who have come into full membership of the church in recent years tend to be of retirement age, but the overall profile of our Friday and Sunday worshipping community is encouraging. It is in that context that the post now advertised should be seen.

For the last 30 years the church has been active in supporting overseas development. Currently that is focused on support for the sub-Saharan work of the charity Self Help Africa. This is fostered by the church's 'Keylink' Committee which 'links Key-worth with identified overseas needs. This Committee doesn't just raise funds. It provides activities which are integral to the social life of the church.

Keyworth Churches Together is a member of Churches Together in Britain and Ireland. Keyworth has five churches which have worked together over many years planning a timetable of events, including the Week of Prayer for Christian Unity, Good Friday walks of witness, Christian Aid collections, a prayer tent at Keyworth's annual Show, Holiday Clubs, joint Nativity services, and contributions to Keyworth News (a monthly village journal).

Some years ago, the Methodist, Anglican and Baptist churches formed a Children and Young People (CYP) group with deliberate intention of working together in all their children's work. The group consists of the clergy and two representatives from each of those churches. They have met quarterly with the Children's and Family Worker to review and plan future children's activities most of which takes place on our Methodist premises. Happily, the work itself involves volunteers from all five churches in the village. Without these volunteers the work would not happen. A CYP bank account is used for resourcing all the children's work, including work with Toddlers, Holiday Clubs, as well as schools and youth work.

The Current Situation

At the present time Church worship and Zoom worship take place on alternate Sundays. Because of the restrictions on space, approximately 30 can attend church worship with over 40 regularly joining on Zoom. Material is left for any children who attend services to be supervised by their carers/parents. Toddler Praise continues with a maximum of 15 adults with their children with the facility for others to join on Zoom. It is hoped to restart Wednesday Toddlers in September as well as a staffed Junior Church.

Keyworth is a town of approximately 6,700 people and there is extensive new building taking place in the village which in itself offers outreach opportunity. Keyworth is still affectionately known as 'the village' not least because its pre-expansion days are still remembered by some. The village has numerous activities, societies and events, social, cultural, recreational and educational including a lively U3A of over 400 members. There are three Primary schools in Keyworth and one in nearby Bunny (which is part of the Anglican Benefice) which feed Keyworth's South Wolds Academy and Sixth Form. Keyworth has two leisure centres, a library, a Post office, four supermarkets and a range of other shops, three pubs and two coffee shops. It also has sporting facilities for football, cricket, tennis and bowls. The Parish Council works hard to maintain the community life of the village and our church is seen by many as playing a vital part in that work and in the welcome given by the village.

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