



The Diocese of
Southwark

Children and Families Worker

St James Kidbrooke

Vacancy Information Pack

Closing Date: 7th July, 2023

Interview Date: 19th July, 2023



The Diocese of
Southwark

14th June, 2023

Dear Candidate,

I am delighted that you have expressed interest in the role of Children and Families Worker based at St James, Kidbrooke, and I hope that you will find the information provided in this pack helpful.

This is an exciting opportunity to join our new leadership team at the start of a new season as we seek to establish and grow new worshipping communities within the Kidbrooke area.

We are excited by this project and hope that this will provide an opportunity for someone of faith *who wants to apply their skills, and shares our vision for St. James' and wants to join us as we seek to grow as a family, grow in our evangelism and grow in the things of the Spirit*

If you feel called to be part of this journey then we would be delighted to hear from you. Please send your CV and a covering letter to stjames.se3@gmail.com.

If you would like an informal discussion about the role, then please feel free to contact Alice.

Yours sincerely,

Revd Chris Gaul
chris@stpetersbrockley.org.uk



Diocesan Vision

To Serve our Communities, Share our Faith, with great joy and gladness
Be the Church; a people with hearts on fire, loving God, walking with Jesus
and led by the Spirit

St. James
KIDBROOKE

Job Description

Job Title:	Children and Families Worker
Salary:	£17,500 per annum (£35,000 pro rata)
Employer:	Diocese of Southwark
Hours:	Part time, 2.5 days per week, including Sunday's
Contract:	Five years, fixed term
Base Location:	St James Kidbrooke, Kidbrooke Park Rd, SE3 0DU
Reporting to:	Dom Toms, Church Leader
Background:	<p>This is an exciting opportunity for a Children and Families Worker to play a key role in implementing “<i>A Fruitful Future II: Strategic growth and cultural change in the large, diverse Diocese of Southwark</i>”.</p> <p>Specific projects have been identified in places across the Diocese of Southwark where there is a clear opportunity for growth and funding has been obtained from the Church of England’s Strategic Development Funding to support these projects.</p> <p>One of these places is at St James, Kidbrooke (SJK), a charismatic Anglican church with a vision to bring heaven to south east London. We believe church should; feel like family, make Jesus known, be empowered by the Holy Spirit, function everyday (not just Sundays!), and impact its local area. SJK are in partnership with St. Peter’s Brockley (SPB) who have recently been designated a ‘Resourcing Church’ and plan to plant and/or graft churches across the area.</p> <p>This is an exciting time to be a part of growing team and a growing church. We are currently preparing for a church graft - which is where a group of people who either live in Kidbrooke or simply feel called by God to join SJK, will graft into the existing congregation in September 2023.</p> <p>There is currently a short children’s all-age service at SJK, but from September we will be launching a new Sunday morning service where there will be children’s work available from babies through to the end of year 6.</p> <p>We want to create a place of ‘home’ for all children where they feel secure, heard and disciplined, and feel confident to invite friends, in line with the wider church vision and strategy.</p>

Our Values

Effective Stewardship of resources
Respect for all

Collaborative Team Working
Transparent Accountability



THE CHURCH
OF ENGLAND



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Job Purpose:

The purpose of this role is to work closely with the Church leadership team to run children's work and in supporting families both in and outside the church. To help families in the community connect into church and meet Jesus, and to provide pastoral support for families already in the church.

The role holder will also be expected to work with St Peter's lead therapist from Growing Hope charity on Sundays and mid-week to ensure all children with additional needs are safe and included.

Key Relationships:

Core Church Leadership Team
Parish Staff
Diocesan Project Manager and the Core Project Team
Church and Parish children and families

Key Responsibilities:

The role covers a wide range of tasks, which fall into the areas outlined below.

- Continue to run the mid-week parent and baby group and launch a new toddler group.
- Prayerfully develop the aforementioned toddler and baby groups to be a place where our value of 'making Jesus known' is the highest priority.
- Develop children's ministry through dynamic and effective programmes of children's work and related activities. *Depending on experience, the role holder will take on more responsibility over time.*
- Organise, plan, and develop all elements of the Kids' Church curriculum. *Depending on experience, the role holder will take on more responsibility over time.*
- Support and encourage children to grow in their faith, knowledge and understanding of being a disciple of Jesus, awareness, and capacity to live a Spirit-led life, with opportunities to practise and grow in the gifts of the Spirit and becoming active members of the SJK church family.
- Help run events, such as holiday clubs and new mission and community opportunities for local children outside SJK.
- Identify, recruit, train and nurture new volunteers for all kids' activities and groups.
- Manage and provide pastoral support to Kids' Church volunteers.
- Ensure that volunteers and team members are sufficiently trained and have good knowledge of safeguarding policies and procedures.
- Ensure that safeguarding policies are followed, and that robust safeguarding practice is fully embedded in all aspects of the children's ministry.
- Ensure risk assessments are carried out for all activities.

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KIDDERMINSTER

Person specification

Essential

- Experience in working with families and children.
- Ability to create a dynamic and fun environment for young children
- To have the heart of an evangelist and desire to reach children and families outside of the church.
- Committed to the spiritual and emotional development of all the family.
- Some experience of being a part of or leading group discussions.
- Good with people, and ability to recruit, lead and pastor a range of volunteers.
- A self-starter able to work on their own initiative and manage their own workload well.
- Confident in interacting with parents and caregivers.
- Adaptable to new opportunities and able to proactively engage with unexpected challenges that can occur in church life.
- Good organisational skills and comfortable within a team environment
- Understand the importance of confidentiality and behave accordingly.
- Computer and social media literate.
- Ability to run an event from initial planning to review
- Able to work on Sunday's to attend services and Tuesday mornings to attend staff meetings. The role holder will need to be available to work key dates and events, including Christmas services, Easter services and other special services.

The role requires applicants to demonstrate a commitment to safeguarding children and vulnerable adults of all cultural backgrounds and have a good awareness of relevant policies and procedures, statutory legislation and guidance. Candidates will be required to submit a self-disclosure check at interview and the role will be subject to a DBS check.

This post is subject to an occupational requirement that the postholder be a practising Christian under part 1 of Schedule 9 of the Equality Act 2010.

We also expect that the successful candidate is an active member of St Peter's or is prepared to become so.

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DIOCESE OF SOUTHWARK

Children and Families Worker

Outline terms and conditions

Normal Place of Work

St James Kidbrooke, Kidbrooke Park Road, SE3 0DU.

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.

Length of contract

The post is funded for a fixed term for 5 years. We are planning for the post to be funded by SJK after the 5-year funding has elapsed.

Salary

The post has a salary of £17,500 per annum (£35,000 pro rata)

Probation

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

Hours of work

17.5 hours per week, including Sunday's. The role holder will need to be available to work key dates and events which could include Christmas services, Easter services, Annual Parochial Church meetings and PCC when required.

Holiday Entitlement

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

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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 one 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 three months' 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.

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