



The Diocese of  
**Southwark**



## **Youth & Families Minister**

**All Saints (Merstham & Gatton Team Ministry)**

## **Vacancy Information Pack**

**Closing Date: Saturday 6<sup>th</sup> April 2024 at 9 a.m.**

**Interview Date: w/c 29<sup>th</sup> April 2024**



The Diocese of  
**Southwark**



March 2024

Dear Candidate,

I am delighted that you're interested in the role of Youth and Families Minister at All Saints Church, and I hope this pack will be helpful.

This is an exciting opportunity to join our new leadership team at the start of a new season, with growing numbers of young people and as we seek to establish and grow new worshipping communities within the Merstham area.

We are excited by this project and hope that this will provide an opportunity for someone *who is passionate about Church growth and development.*

If you feel called to be part of this journey and have the necessary enthusiasm, skills and experience then we would love to hear from you. Please email your CV to Nigel at [rector@mgtmchurches.org](mailto:rector@mgtmchurches.org) with a covering letter including 2 referees you have alerted in advance, outlining your experience, qualities and competencies and why you would be successful in this role.

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

Yours sincerely,

Revd Nigel Griffiths  
Rector of All Saints  
07879 427 944  
[rector@mgtmchurches.org](mailto:rector@mgtmchurches.org)

Christ  
Centred  
Outward  
Focused





## Job Description

Job Title:	Youth & Families Minister
Salary:	£25,000 - 30,000 depending on experience
Employer:	Diocese of Southwark
Hours:	Full-time 35 hours a week, with Sunday and evening work
Contract:	4 ½ years, fixed term
Base Location:	All Saints Church, Merstham
Reporting to:	Team Rector, Nigel Griffiths

### Background:

This is a truly exciting opportunity to join the leadership team at the start of a new season in the life of God's mission to Merstham. The Merstham Team (comprising three Churches; St Andrews, St Katharine's and All Saints) have been identified as one of the places in the Diocese of Southwark where there is a clear opportunity for growth. As a result of a successful bid by the Diocese of Southwark, we have obtained the funding for this post and supporting financial resources from the Church of England's Strategic Development Fund (SDF). The hub for this will be All Saints Church in South Merstham from which outreach will be planned and implemented. The agreed Planting Strategy has two components:

- A graft of 15 people from St Mary's Church, Reigate into Merstham benefice, led by a new team including the Rector, an Administration and Operations Manager and a Pioneer Curate with whom the Youth and Families Minister will work closely.
- To pioneer mission and evangelism into the largely unchurched areas of Merstham benefice including the Estate, with a target to develop one entirely new, self-supporting congregation in the Estate by mid-2028.



Youth Alpha Group , Feb 24

### Job Purpose:

To develop and grow the youth ministry with those aged 10 to 18 years at All Saints by helping young people to live with God at the centre of their lives, linking with schools and supporting parents in the discipleship of their children. This includes both young people known to us and



part of our church family, and those currently outside of Christian communities, seeking to bring them into a living relationship with Christ.

Our number of young people is growing with 19 youth currently involved in Youth Alpha and an expected 15 young people who are already part of the church moving up from year 5 in Autumn 2024.

This is a unique opportunity to ‘write the book’ of youthwork in Merstham in an area of social and spiritual need which has never had a full time Church youth worker before.

### **Key Relationships:**

Team Rector (Line Manager)  
Pioneer Curate  
Administration and Operations Manager  
Youth worker at St Mary’s Reigate (Resourcing Church)  
Church Wardens, Treasurer and Parochial Church Council (PCC) members  
Church Volunteers  
Sparkfish (Christian group active in local schools)  
Archdeacon, Dean of Estates Ministry and SDF Project Core Team

**Key Responsibilities:** To create a Youth ministry and cultivate growth among our youth, aged 10 to 18 years. This will include:

#### **1. Leading and developing youth programmes**

- Developing discipleship-based groups on Sundays around our two main services.
- Developing and leading a midweek youth club in partnership with the Team Rector, conceiving something which is right for the present but has room for future growth.
- Teaching the bible, helping young people understand and learn the biblical story and to make use of it in their daily lives as apprentices of Jesus.

#### **2. Building discipling relationships**

- Developing a culture of youth discipleship, working to enable young people to become resilient disciples engaged in disciplines that will nourish and sustain them through future life.
- Mentoring young people, prioritising small group support with a discipleship focus and offering mentoring and coaching to emerging leaders.
- Identifying and nurturing youth in their gifting.



### 3. Connecting with and supporting parents in 'parenting for faith'

- Helping parents to foster faith, personal growth and engagement with the church.

### 4. Connecting with our local schools in partnership with Sparkfish (a local church-funded charity working with schools).



SClubPlus on a Sunday morning

### 5. Developing local youth outreach models

- Working in the local community to build trust and relationships in places where we currently are not reaching teenagers.
- Partnering with local organisations including local borough council groups, charities and businesses which have an interest in supporting young people.

### 6. Planning and leading away days, residentials and festival experiences

### 7. Safeguarding and inclusion

- Implementing and upholding the safeguarding policies of our churches and of Southwark Diocese. This includes ensuring volunteers are fully equipped and that all activities are safely staffed and risk assessed.
- Developing inclusion and accessibility through working with the church to ensure that young people with additional needs are welcomed and have full access to all youth provision.

### 8. Innovating and learning

- Continually reflecting on our approach, listening to young people and the community, and implementing change where necessary.
- Committing to learning including engaging with new research and thinking about youth ministry and participating in Diocesan training.

### 9. Administration

- Liaising closely with the Team to ensure all administrative requirements are in place to support the youth work.
- Managing the Youth Work budget.

### 10. Participating in the Staff Team

- Participating fully as a member of the Staff Team as we work together to seek God and implement the vision of the church.



- Participating in the ongoing development of our strategy and approach in partnership with other staff and leaders.
- Meeting and praying regularly with the team.
- Widening our impact as a church beyond our immediate boundaries as we seek to expand our vision in Merstham.
- Leading and teaching in services as needed.
- Developing partnerships with others involved in discipleship, locally and further afield, and supporting the development of youth ministry in other churches.
- Participating in personal and professional development opportunities as agreed including making use of retreat times as agreed with your manager.
- Being a key holder for the church and providing backup for security purposes.
- Undertaking other duties as may be required from time to time by the Rector.

### **Person specification:**

We are praying for someone to join the team who will be a spiritually mature, resilient Christian leader who combines energy and enthusiasm with emotional stability. We are looking for someone who is approachable, compassionate, flexible and servant hearted. A supportive team player and collaborative worker, comfortable working with some direction towards a common goal.

### **Essential Experience, Gifts and Skills**

- Experience of youth leadership and ministry sufficient to hold responsibility in a large church context and to take our youth ministry to the next level.
- Ability to understand and communicate a vision for youth ministry in a church environment with experience of growing young disciples and helping parents in their discipling role.
- A sensitive leader of worship and prayer ministry with young people.
- Experience of enabling others and growing disciples, with a track record of identifying, encouraging and developing others in leadership.
- A confident leader, skilled at building and managing volunteers, encouraging and releasing the gifts of others, able to organise, recruit, delegate, and co-ordinate. A 'completer-finisher' able to see things through.
- An informed, engaging, theologically mature, and gifted teacher and communicator able to train, school, encourage, and inspire.
- A reflective practitioner, prayerfully attentive to the impact of our actions and always seeking to learn and improve our offerings as a result.



- A thoughtful planner with an ability to take in a range of information, think things through logically, and plan strategically for the future.
- Spiritual maturity and proven experience of putting faith into practice.

### **Spiritual life and Theological Conviction**

- A mature and growing disciple of Jesus Christ, committed to their own spiritual formation and devoted to growing in prayer and spiritual disciplines, eager to know Christ more and to grow in grace, obedience and Christlikeness.
- A leader passionate about engaging deeply with scripture and committed to an ongoing experience of the renewing work of the Holy Spirit.
- A passion for Jesus' church and committed to enabling others so that the church grows as a missional community of disciples who worship God with their whole lives.
- An intentionality about mission and making Christ known to others.
- Evangelical and orthodox in theology and ethics with a gracious heart to facilitate greater freedom in the Holy Spirit in worship, prayer and word.

**It is a requirement of this role that a satisfactory Enhanced DBS check takes place before commencement.**

**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.**



DIOCESE OF SOUTHWARK  
Youth and Families Minister  
**Outline terms and conditions**

**Normal Place of Work**

All Saint's Church, Battlebridge Lane, Merstham, Redhill, RH1 3LH.

**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 4 ½ years.

**Salary**

The post has the salary of £25 - 30,000 per annum depending on experience.

**Probation**

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

**Hours of work**

35 hours per week, including Sundays and evenings where necessary.

**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 1<sup>st</sup> January to 31<sup>st</sup> 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.

**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.