



The Point Church

Job Description – Youth and Schools Worker 2019

Post title: **Youth and Schools Worker**

Employed by The Point Church Board of Trustees

Hours: Full-time

Work base: The Point Church Office (flexible working, from home by arrangement).

1. **Vision and strategy statement:**

- ! The Point exists to be a Transforming Presence throughout Mid Sussex.
 - o Creating Community
 - o Bringing Hope
 - o Following Jesus
- ! Our key strategic goals are to:
 - o Take mission opportunities throughout Mid Sussex
 - o Build up the church
 - o Improve communication
- ! The appointment of a Youth and Schools Worker is a key element in fulfilling our strategic goals to “Build up the church”, and to “Take mission opportunities across Mid Sussex”.

2. **Overall responsibilities:**

- ! To lead, develop, encourage and overseeing and help the church work towards growth in the areas set out in our current vision statement.
- ! Within this, to focus on culturally-appropriate outreach in the local community.
- ! The aim is not to be the sole outreach worker for the church, but to help us all become a ‘mission-shaped congregation’ in our thinking and actions.
- ! Prioritise staff meetings, Operational Leadership Team meetings, be involved in the team and church life, e.g. prayer meetings, events, welcome meals, evening services, prayer team, etc.
- ! For Youth mission initiatives:
 - o At The Point church.
 - o In the local community.
 - o In local schools (led by the Youth and Schools Worker and volunteers from The Point).
 - o Manage, oversee and encourage the work of any Assistant Youth Worker/Interns (when on staff team, currently none).

3. **People-links:**

- ! You will report to and have regular line-management sessions for all areas of your work with the Associate Vicar.
- ! The Youth and Schools Worker:
 - o Will play a full role as a member of the church’s staff team, sharing in the team’s corporate responsibilities and activities and playing a part as a member of the church.
 - o Will keep in close touch with their supervisor, leaders of the church, prayer partner, mentor and small group cooperating with them in the work of outreach.
 - o Will establish appropriate links with external organisations and individuals.
 - o Is encouraged to find a prayer partner to pray with regularly.
 - o Is encouraged to be a member of a Point mid-week small group.

- ! Annual Performance Review conducted by the Chair of Trustees and the Associate Vicar.

4. **Specific responsibilities, youth pastor:**

- ! To make disciples and train and develop your teams within your areas of Ministry.
 - ! Responsible to co-ordinate and oversee current youth activities on Sunday, in the week and at other times, including communication with other teams e.g. Point Weekend.
 - ! To organise the youth programme and teaching for these groups.
 - ! To organise residential trips/weekends including our youth weekend away, e.g. Soul Survivor, May Camp.
- ! Responsible for researching material and generating ideas for youth ministry.
 - ! Responsible for recruiting and training the team of volunteer helpers. This includes:
 - o One to one meetings with key leaders.
 - o Team socials, prayer nights, planning meetings, etc.
 - o Training, including Safeguarding training and DBS clearance, etc.
 - o Contribute to pastoral care for leaders and families.
 - o Attend annual Safeguarding Team meeting and report safeguarding issues.
 - o Model 'best practice' to the teams.
 - ! To meet regularly with other local church children and youth leaders, e.g. The Hub.
 - ! Bridging gap between youth and children:
 - o Work closely with Children's Pastor/team.
 - o Being involved in children's activities, transitional activities.
 - ! To take opportunities for working with children and young people in the wider community, e.g. in local schools, with the Youth Service, with other local churches.
 - ! Prayer, encouraging youth teams in prayer, bible study and Holy Spirit ministry.
 - ! Grounding the youth ministry in prayer, so that everything comes out of prayer and is covered/protected in prayer.

Appendix:

- ! All Staff members to supply a specific outline of current, future projects and initiatives prior to their Annual Review so workload and resources can be discussed.

5. **Personal qualities:**

- ! High standards of personal holiness, compassion, integrity, honesty, trustworthiness, confidentiality, diplomacy, flexibility, tact and ability to live as a consistent role model to your team and all members of the church all the times (i.e. not just when performing church work, but in home/private life as well). All staff are considered role models of Christian life and behaviour to the church family and wider community.
- ! Love for God and a natural ability to relate to children, young people, young adults and adults to communicate God's love to them. You will need in particular the relational leadership skills to identify and mentor leaders (both adults and young people) and to 'raise up' others into leadership.
- ! A clear understanding of and commitment to the Vision, Values and Leadership of The Point, and a teachable heart/the desire to learn.
- ! A clear commitment to engage fully in the practice of the gifts of the Holy Spirit and to lead your team in this. You will need to be open to receive prayer and pray for others, seeking to discern for yourself and the church what God

is saying, where repentance is needed, and to engage in advancing God's Kingdom with the authority you have in Jesus Christ.

- ! A missionary heart, an eagerness and enthusiasm to see new people coming to know Jesus.
- ! The ability to generate new ideas, to take initiative, to motivate others, to take responsibility for projects and groups.
- ! Flexibility and the desire to experiment and try new things (and the ability to fail, and not to take yourself too seriously – we are learning together to follow Jesus!).
- ! Good communication skills: written, verbal and through other media.
- ! A natural ability to relate to people. You will need in particular the relational leadership skills to identify and mentor leader to 'raise up' others into leadership and to call and encourage others to join your team.
- ! Please note that there is a genuine occupational requirement that the post holder is a committed Christian.

6. **Professional qualities:**

- ! Appointment is subject to compliance to an enhanced criminal record check with the Disclosure and Barring Service (DBS).
- ! Information Technology skills: good knowledge of standard software packages/Social Media/database/website etc.
- ! Information Technology skills: Must be computer literate and willing to learn the systems and programs used by the church which include Pages, Represented and Indesign. Experience in creating and updating web sites. Confidence in using social networking sites such as Facebook and Twitter.
- ! Good knowledge and experience of Social Media and good communications skills both written and verbal.
- ! Good oral and written communication skills.
- ! Experience in leadership and ability to organise people, teams and projects, events.
- ! The ability to teach young people, and translate personal knowledge of the Bible into age appropriate teaching materials and learning activities.

7. **General Terms and conditions:**

- ! **General information:** All staff roles at The Point are subject to an enhanced criminal record check with the Disclosure and Barring Service (DBS). All staff are subject to Chichester Diocese and The Point Church policies on child protection/safeguarding, health and safety, and data protection. All other terms are per the Diocese of Chichester, except where modified by The Point's staff handbook and this document in that order.
- ! **Appointment:** The appointment will be made by The Point Trustees, with the agreement of the Bishop of Lewes (official Visitor to The Point Bishop's Mission Order).
- ! **Retreat:** All staff are encouraged to take up to one week per year of retreat time, for prayer and reflection.
- ! **Statutory:** The employed Staff Member must be familiar with The Point Health and Safety Policy and Safeguarding Policy, have DBS clearance and attend all relevant Safeguarding training.

8. **Specific Terms and Conditions:**

It is a genuine occupational requirement that the post holder is a Christian.

Start date: June 2019
Working week: Full time
Contract: 3 years
Pay: £22,000 to 25,000 per annum depending on level of qualification/experience
Expenses: £3,000
(transport, equipment, teaching/training materials, training, entertainment)
Pension: Pension contributions are made according to The Point Pensions Policy

Holiday: 5 weeks per year
Retreat: 1 week per year

9. Aims and Objectives:

1. To increase our work in local Secondary Schools.

Measurable outcomes: increase number of schools regularly working in to 5 (currently 3), running 6-8 sessions per week; to be in contact with 500 young people in schools on a regular basis through lunchtime clubs and groups, lessons (not including assemblies) covering topics like mental health, peer pressure, identity, social media, confidence building, exploring faith, applying faith to life, friendship, sex and relationships. Start new pilot after school club in one school in next academic year. Liaise with schools to help deliver aspects of the SMSC (Spiritual, Moral, Social and Cultural education) in the National Curriculum, as well as offering pastoral care/support.

2. To increase/grow the Youth Collective open youth event.

Measurable outcomes: Organize and deliver 6 Youth Collectives per year (currently 3) attracting around 80 young people to each event (dealing with current issues facing young people like mental health, body image, self harm, the environment, faith and calling/vocation). These events also signpost other areas, giving young people access to mentoring, youth groups and other services.

3. Set up new Mentoring scheme for young people.

Measurable outcomes: 20 young people receiving mentoring within the first year, recruit and train 20 volunteers over the first year and be ready to develop/grow the scheme in years 2 and 3 up to 40 volunteers/young people.

4. Provide opportunities for young people to enjoy Weekends away/Residential trips, for team building, confidence and character development, pastoral support and growing in faith.

Measurable outcomes: Organize three residential trips during the first 12 months enabling at least 80 young people to get away. Provide at least 10 assisted bursary places through external/church funding for young people from low income families. Also provide support for young people planning overseas trips/gap years to serve abroad (we have experience of working with organizations like ICS, Tearfund and we also have links with a number of "mission partners" in Kenya, Haiti and other countries).

The Point Church, Youth and Schools Worker Job Description, February 2019