

St James the Less Westminster Role Profile

Job Title:	Children and Families Worker -[p/t]
Reporting to:	The Vicar (as Line Manager on behalf of the PCC)
Job Context:	
<p>The Church The purpose of this job is, in the words of our mission statement (https://www.sjtl.org/about/vision/), to 'identify and respond to the needs of the communities to which we belong with God's hope and healing'.</p> <p>St James the Less is a vibrant, welcoming community-based Church of England church in the heart of Westminster, working with some of the most vulnerable in our community. We are a smaller congregation without an extensive staff team and we have our own challenges (including limited resources) but we are committed to developing pioneering work which will enable us to grow spiritually and numerically.</p> <p>The Community Pimlico is an area of two halves. Despite its exclusive postcode and reputation for wealth it is an area with a rich socio-economic mix. The wealthy live side-by-side with those who are struggling to make ends meet. There are high levels of homelessness and mental illness, as well as a diverse range of ethnicities and cultural backgrounds.</p> <p>There are many single-parent families in some parts of the parish and this is typically linked to the poorest areas. Over 60% of children live with serious issues of poverty and nearly 20% of people live in over-occupied homes. It is within this context that many are groomed for drugs and gangs, often from primary school age. There is a serious need for work to be done in providing positive alternatives where young people will flourish. It is also, like much of inner London an area a huge ethnic diversity, with a large number in the parish, and with whom we currently have a connection, identifying as Muslim.</p> <p>Our Work and Our Vision We have seen significant growth in our connections with young people and their families through our partnership with Outbreak (https://outbreak.org.uk/) with whom we have already developed Messy Church, Special Messy Church, Holiday Clubs, holiday lunches for those in food poverty. We also have a weekly term-time after-school group for parents and carers with children up to the age of 7, and the recently started monthly Sunday afternoon service in addition to our Sunday morning service provision.</p> <p>We are looking for an entrepreneurial pioneer who will help us develop these existing ministries and new ones. This will involve</p> <ul style="list-style-type: none"> • growing our relationships with children and families, • helping us to meet them where they are, and • enabling the vulnerable with whom we work to encounter Jesus and come into a living relationship with him as they find a home with us and are integrated into the church family. <p><i>As Jesus prayed 'Your kingdom come', we seek physical and spiritual regeneration.</i></p>	
What am I involved in and expected to do?	
<p><i>We understand this pioneer role to mean meeting the needs of our community in creative and practical ways, whilst actively and openly sharing Christ with them. The role will therefore involve:</i></p> <p>Continuing to grow and to develop and extend our existing work with children and families:</p> <ul style="list-style-type: none"> • Our contacts with parents through our established Messy Church and Special Messy Church. This will involve following up families (and over time developing a network of trained volunteers who can provide follow-up for families) and also working with Outbreak to follow up children. 	



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- Continue to develop our regular Sunday morning work with children in our 10am service, including training volunteers to help with this.
- Our new monthly, Sunday afternoon service for parents and children, looking to grow this over time into a regular, weekly congregation.
- Our weekly term-time after-school group for parents, carers, and their children up to age of 7.
- Our lunch clubs and holiday programmes for families struggling with food poverty, organising them in conjunction with Outbreak.
- Our Christmas and Easter Trail programme to local Schools, based in the church building, developing and organising this in conjunction with Outbreak.
- Our recently started Film Club on the first Friday of the Month for primary aged children
- Our links through Outreach work in schools and Hot Chocolate **Thursdays see:** <https://outbreak.org.uk/hot-chocolates/>

Pioneering, over time, new initiatives which we wish to develop and likely to include:

- Running an Alpha course for parents
- Running a Bible Study with parents
- Running a Homework Club (for which funding has been secured)
- Running regular parenting courses based on the Circle of Security (CoS) approach, following training by <https://www.connectedlives.org.uk/>
- Providing ongoing support to parents, a number of whom have mental health challenges, and others for whom English is their second language, through one-to-one mentoring and drop-in surgery, perhaps linked to a coffee morning.
- Providing training for and management of volunteers, ensuring that they work in a safe environment with adequate volunteer role descriptions, agreements and safeguarding
- Developing our own church-based holiday club for 5-8 year-olds (an age group not covered by Outbreak), including scoping whether there is potential for a parents' programme alongside that for children.

To whom do I relate in doing this job?

You are responsible to the Vicar as Line Manager and ultimately to the PCC as the Trustees of the church and employing body. The PCC relates to staff primarily through its Staffing Committee.

You will also need to liaise with

- other clergy (Two p/t Assistant Ministers and a p/t Curate),
- other SJtL staff (Operations Manager, Verger)
- SJtL Trustees (including Church Warden(s) and Treasurer and Staffing Cttee) and church members
- Outbreak team and Outbreak partnership churches
- Community in Pimlico, particularly schools

You will work particularly closely with volunteers both from among the church membership and from among the wider community.

You will be a member of the existing Leadership, Pastoral and Safeguarding Teams, and, when it is established, the Youth and Children's Work Team. You will also be expected to attend regular Staff Meetings.

Person Specification

This post is for a committed Christian and will require someone with some level of experience in Church leadership



Personal and behavioural competencies needed for the role:

- Communication – Ability to communicate effectively and appropriately at different levels
- Self-Starter – Ability to take initiatives by developing existing work and pioneering new work
- Evangelist – An understanding of how to communicate the gospel not only to children but to their parents and across the complexity of cultural and language divides with an understanding of unchurched culture and of other religions
- Thinking – Ability to think innovatively and a willingness to problem solve
- Teamwork – Ability to work co-operatively and flexibly with others, displaying tact and diplomacy and being involved in team-building as a staff and workplace
- Relationships – Ability to create, maintain, and develop effective working relationships including ability to work across ethnic divides with a passion for those of different ethnic backgrounds
- Pastoral Care – A gifted pastor, with willingness to come alongside others in complex situations including serious deprivation
- Attention to detail and accuracy
- Time management – Excellent organisational and time management skills with an ability to prioritise workload
- Working under pressure – Ability to work methodically and thoroughly under pressure

Technical skills and professional background will include:

<p>Essential:</p> <ul style="list-style-type: none"> ◦ Ability both to work with and develop existing activities and to initiate new work from scratch ◦ Experience of pastoral ministry among vulnerable families in a multi-cultural context including UKME and GMH ◦ Knowledge of other faiths and an understanding of how to work effectively amongst people of other faiths, particularly the Muslim Community, in order to reach out to them with the gospel ◦ A gift in evangelism ◦ A love of the Bible and of sharing your faith with others. ◦ A strategic thinker ◦ Ability to multi-task ◦ An ability to envision, motivate, inspire and manage others, mainly volunteers, welcoming and using their gifts ◦ An ability to work within existing policies and to develop new policies ◦ Excellent Administrative skills including working knowledge of the Office 365 suite. ◦ A willingness to fund-raise to support the on-going work 	<p>Desirable:</p> <ul style="list-style-type: none"> ◦ Experience of developing a Café Church/fresh expression of church for children and families ◦ Experience of Messy Church ◦ Understanding of spirituality in non-book culture ◦ An understanding of Project Development and Management ◦ Understanding of the challenges faced by single parent families, especially those with children caught up in gang culture ◦ Knowledge of the challenges faced by children with special educational needs and their families ◦ Experience of dealing with the statutory sector ◦ An ability to communicate faith within a multi-cultural context ◦ Experience of ministry within a mental health context ◦ Experience of Circle of Security Parenting Courses
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Conditions of Service:

This is a part-time (0.5) role (20 hrs a week) with flexi-hours, based on site at St James the Less with space in a communal office. Work is expected on Sundays and Christmas and Easter Day. It is initially for **two years** with plans to raise funds to extend this.

You will be expected to be a fully committed member of St James the Less Church.

Holiday Allowance - 20 days per year *pro rata*, plus bank holidays and days between Christmas and New Year.

Salary *pro rata* of £26,000-28,000 year (depending on experience)–.

There will be a probationary period of 6 months.

You will need to have up-to-date safeguarding certification.

DBS Check:

A clean DBS check is required for this role. As this may take time to gain, please bring relevant paperwork if called for interview.

Genuine Occupational Requirement

You will play a key role in the development and implementation of the Church's strategic mission. There is therefore a Genuine Occupational Requirement that you will be a convinced and practising Christian, who supports the distinctive vision, values and ethos of St James the Less.

