

NORTHCHURCHBAPTIST+

Role	Children and Families Worker	
Reporting to	Senior Minister	
Hours	0.8 FTE	
Salary	£ 20,000 - £25,000 FTE (adjusted if accommodation included)	
Vision for the role	To equip, train and encourage children (0 – 11 years of age) to find faith in God for themselves, to be filled with the Holy Spirit and to be a part of the church today.	
Key contact points	Children within the church. Children within Northchurch and the wider community. Parents and carers of children within the church, Northchurch and the wider community.	
Co-working	Work closely with the Youth Worker to ensure continuity of care and ensure effective implementation of Children’s and Youth strategy	
Key Responsibilities		
Area	Content	Measurable
Strategic direction	To set the tone, focus and content of children and families work provided by NBC. To engage and support families within NBC To grow and support NBC’s impact with families and carers in the wider community	An action plan which helps to implement the Children’s and Youth strategy.
Spirit-led	To be prayerful and to encourage others to be the same. To respond to God-given opportunities as they arise, and to gain the necessary support of line manager and leadership should it require it.	Regular prayer support established Ongoing
Child focused	To ensure safeguarding policy and procedures are adhered to so that our children remain safe at all times. To provide pathways for children to be connected with the church and develop their own faith journeys.	
Leadership and resourcing	Is an embodiment and example of the NBC Mission and Vision, role modelling the right behaviour in their working, church and personal life. To recruit, train, support and retain volunteers so that activity is delivered to an excellent standard. To manage the budget effectively so that activities have sufficient funding and there are no un-authorised over-spends. To seek further funding from line manager and leadership when unplanned activities are started.	Completed rotas. Feedback from children and parents. Completed budgets for all areas of children’s work.

<p>Management</p>	<p>To oversee and/or take part in a wide range of role related activities ensuring they are delivered to a high quality. To manage interns if and when recruited. Activities requiring oversight include:</p> <ul style="list-style-type: none"> • Sunday activities. • Junior Youth Group (Fri eve). • NBC Toddlers. • Dads Group. • School holiday activities. • Celebration of Christian calendar events. • Parenting courses. – Short term courses for parents and voluntary team. • Schools work and reaching out to families in the community. • Pastoral oversight of Children, & carers within the Church family. • Other activities agreed as part of the strategy. 	<p>Parent and child feedback.</p>
<p>Partnership working</p>	<p>Maintain links, as appropriate, with;</p> <ul style="list-style-type: none"> • Northchurch & Berkhamsted Churches and the wider community. • The Hertfordshire ‘Children, Schools and Families’ Service and other relevant advisory and support groups. 	

Area	Behavioural Competencies
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Leadership</p>	<p>Strategic perspective Looks at issues with a broad view to achieve the main purpose of the Church; supporting the vision, mission and values of NBC. Thinks ahead and prepares for the future. Understands expectations of all stakeholders and influences on the church. Seeks God for the vision for children’s and family work and develops a strategy for how it can be achieved.</p>
	<p>Maximising potential Actively encourages and supports the development of people. Inspires and motivates others to contribute to the purpose of the church. Puts in place a programme of activities and strategies to develop people. Creates an environment that encourages volunteer workers and children to undergo personal development and grow spiritually.</p>
	<p>Openness to change Recognises and responds to the need for change to achieve the mission, vision and values of NBC. Identifies ways in which the church can change. Personally champion change in line with the stated mission, vision and values.</p>
	<p>Leading by example Demonstrates the concept of a servant leader: with an attitude of humility. Leads by example and provides a good role model for the children.</p>

Working with others	<p>Effective Communication Communicates effectively both verbally and in writing. Uses language and a style of communication that is appropriate to the situation and the people being addressed. Makes sure that others understand what is going on.</p>
	<p>Team working Develops strong working relationships with those inside and outside of NBC in order to achieve common goals. Breaks down barriers between groups and involves others in discussions and decisions. Creates working partnerships internally with parents, staff and volunteers and externally with other church leaders, and external agencies.</p>
	<p>Respect for others Shows respect for the opinions, circumstances and feelings of children, young people, parents, colleagues, and members of the church community: recognising that each one is special to God irrespective of their status, position, circumstances, background or appearance.</p>
Achieving results	<p>Planning and organizing Plans, organises and supervises activities to make sure resources are used effectively to achieve the mission, vision and values of the church. Develops structured plans across a range of activities.</p>
	<p>Personal responsibility Takes personal responsibility for making things happen and achieving the aims of the church. Displays motivation, commitment, perseverance and conscientiousness. Acts with integrity. Accepts responsibility for own spiritual growth and the development of others. Takes responsibility for managing situations and problems. Leads by example. Continues to learn and develop.</p>

Minimum entry requirements	
Behavioural competence	Evidence of ability against the behavioural competences outlined above.
Qualifications/ Technical skills	<p>Essential Appropriate qualification.</p> <ul style="list-style-type: none"> • Experience of working with children in a Christian based setting. • Working knowledge of relevant recent research and responsibilities for safeguarding children. • DBS clearance. • A Christian commitment is an essential requirement for the fulfilment of this role. • It is expected that the candidate is, or will become, a member of the church. <p>Desirable Supervisory experience</p>