

**CENTRAL BAPTIST CHURCH**  
**YOUTH & CHILDREN'S WORKER**

**JOB DESCRIPTION**

***Purpose of the Job***

- To be responsible for overseeing and taking an active lead role in the youth and children's ministry that takes place within or out from Central Baptist Church and to identify and develop possible strategies to enhance its fruitfulness further.
- To ensure every young person (0-18yrs) we come into regular contact with is cared for, having real opportunities to come to faith in Jesus and being provided with a good discipleship programme so they can grow in their faith and walk with Him.
- To be responsible for overseeing the discipleship and pastoral care of young people within the church, helping ensure they are an integral part of our church community, and to be responsible for outreach and evangelism to young people outside of it.
- To build on and develop links with parents, schools, local organisations, church groups, children and youth workers both within and outside of our own church and to utilise any such opportunities to share the Gospel further amongst young people.

***Key Duties***

- Helping plan, lead and organise a varied programme of youth and children's activities throughout the week. At the present time this includes: Sunday morning Start Central, Kids Central, Club Central, Youth Central and two evening Home Central groups for youth; Midweek Toddlers; Fortnightly Saturday youth events; Boys & Girls Brigade; all-age service spots; and other occasional special events incl. an annual Children's Holiday Bible club and youth weekends. In the future it is envisaged this may also include schools work (assemblies, lessons, lunch clubs).
- Providing pastoral care, discipleship and outreach opportunities for children and youth. This will involve leading and teaching personally, as well as training and supporting other helpers and the young people themselves in how to go about this.
- Liaising and connecting with the parents and carers of young people, both within and outside of the church as appropriate.
- Responsible for maintaining the church's youth and children's facilities and resources incl. arranging for repairs and buying new equipment when required.
- Maintaining and developing the children's and youth notice boards, publicity, youth website pages and social media accounts.

- To be a member of the church's Safeguarding Team, with responsibility for carrying out DBS Checks for volunteers when required.
- Leading, supporting and equipping the existing volunteer team and recruiting additional team members.
- Line managing any children and youth work trainees who may be attached to the church for work experience or longer term development.
- Liaising with organisations outside of the church including schools, churches and charities working in and around Chelmsford.
- Responsible for preparing and managing the children's and youth budget and, if appropriate, identifying and applying for grants to enhance the work further.
- Keeping the churches Ministry Team fully informed of ongoing and emerging issues.
- Producing occasional reports to share at Leadership Team and Church meetings.
- Undertaking various administrative duties in order to fulfil the role effectively.

### ***Other***

- Ensuring that the church's various policies are observed, with particular reference to safeguarding matters and the church's health and safety policy.
- From time to time the Youth & Children's worker may be called upon to serve the church in other practical ways, not directly relating to youth and children's work, but for the good of the church as a whole.
- The Youth & Children's worker will, in the first instance, report to and be directly responsible to the Senior Minister. They will assist the Ministers where required and have opportunity to gain other ministry experience as agreed between them all. The Senior Minister will meet regularly with the Youth & Children's worker to review progress, offer ongoing guidance and for mutual prayer support.
- There is a genuine occupational requirement that the post holder is a committed Christian in accordance with Part 1 of Schedule 9 of the Equality Act 2010.
- The post is offered subject to a successful DBS Enhanced disclosure.
- The nature of the job requires a high degree of confidentiality, tact and discretion when giving or receiving information which could be confidential.