

Christ Church, Lewes

Cross Way, Seaford

Appointment of Children and Families Worker

September 2019

Job Description and Person Specification

Christ Church Lewes and Cross Way Seaford are part of a pastorate in the Central Sussex United Area (CSUA), a local ecumenical partnership of the United Reformed Church and the Methodist Church.

Lewes is the historic county town of East Sussex and Seaford is an attractive seaside town. The two towns are around 10 miles apart.

The two churches want to reach out to local communities and to see people of all ages coming to know God and his Son, Jesus Christ. We are seeking to appoint a part-time Children and Families Worker (CFW) to begin as soon as possible to help further develop this important area of our ministry.

Job Description

Job Title: Children and Families Worker (CFW)

Employed by: the Trustees of Christ Church Lewes and Cross Way Seaford (URC and Methodist Local Ecumenical Partnerships)

Locations: Prince Edward's Road, Lewes, East Sussex BN7 1BL and Clinton Place, Seaford, East Sussex BN25 1NP

Responsible to: the CFW Management Team, meeting 2/3 times a year, which includes the Minister. Meetings will review progress and future programme, support required and future opportunities. The CFW will also have the support of a mentor.

Purpose and Objectives: "Our vision is to see God changing people's lives and transforming our local community and the world, and to play our part in sharing the good news of Jesus Christ and by expressing his love in word and action." The CFW will help to develop the existing work with children and families and identify new opportunities, in both locations.

Main Responsibilities

- Deepen relationships with families at both churches in order that they have more of a sense of belonging to the church family.
- In partnership with the minister and each church community, set up and develop initiatives which will share the good news of Jesus Christ with children and their families in the church neighbourhood, with the intention of making disciples of Jesus Christ.
- Participate in , support leadership, and further develop the existing children's activities at Christ Church (Sunday Club), Christ Church Tots , Messy Church and Summer Holiday Club and develop new activities at Cross Way
- Assess and review initiatives set up and activities undertaken and propose changes ,where necessary
- Identify opportunities for involvement in local schools.
- Inspire and encourage the church community to support children's and families' work by volunteering their time, prayer, and giving.
- Reporting back to Church Council/Church Executive meetings as appropriate and Congregational meeting, as appropriate
- Adhere to all relevant safeguarding, health and safety, diversity, data protection and other legal requirements and attend training as needed
- Such other duties as may reasonably be requested by the CFW Management Team from time to time.

Person Specification

We are looking for someone who:

- is a committed Christian (a member of a church affiliated to Churches Together in England & Wales) and who would be committed to the Mission Statements of the two churches.
- is DBS (Disclosure and Barring Service) certified for work with children and vulnerable adults
- has good communication skills and the ability to share the gospel with children and their parents, especially those on the fringes of the church.
- has experience (paid or unpaid) of Christian work with children and their families
- is able to travel easily between the two churches in Lewes and Seaford , preferably with a current driving licence
- has the ability to be innovative and to show initiative

- is able to manage their time well and work flexibly
- is able to motivate others
- has one or more special interests or skills (e.g. music, drama, crafts, sport)
- is IT literate and is familiar with use of social media.
- has an awareness of safeguarding, safety and diversity issues
- understands how to work with volunteers

Living, or the ability to secure accommodation, within easy commuting distance of Lewes and Seaford is essential.

This is a fixed term appointment for 3 years. We anticipate the CFW would be working for an average of 20 hours per week, or more flexibly, 80 hours per month

The salary for this position is £13,000-£15,000, depending on experience and training for 20 hours per week.

There is a holiday allowance of 5 weeks per year plus bank holidays, pro rata.

The worker will be offered membership of a contributory pension scheme.

We are committed to following legislation and government and denominational guidelines in the safeguarding of children and adults in need of protection, including safer recruitment of workers.

Our minister is Rev. Andrew Mills , who is contactable via 07702 735018 or urcministerlewes@gmail.com

Applications must be made on the form provided and should be sent to **The Secretary, Christ Church, Prince Edward's Road, Lewes, East Sussex, BN7 1BL** or emailed to christchurchsecretary@btconnect.com by 15 October 2019

Interviews will be held in late October or early November 2019 and the successful candidate will be selected based on assessment from the application, references and interview/a practical exercise at interview.