

JOB DESCRIPTION

This job description is non-contractual

The Role

- Role Title:** Youth Worker
- Role Overview:** To lead and develop the youth work and related team at Grace Church.
- Purpose:** To invest in our youth through facilitating discipleship, youth activities and outreach.
- Location:** Grace Church Nottingham, The Ministry
Occasional working from home can be arranged.
- Responsible to:** Under 18s & Safeguarding Lead
- Terms and Conditions:**
- 25 hours per week
 - Working hours to include Tuesday evenings and 5 hours across Sundays (including Sunday evenings)
 - Contract length: Permanent, subject to 3-month probationary period
 - Salary: £23,400-£24,089 pro rata, depending on experience
 - Pension: 4% employer contribution
 - Annual leave: 25 days per year, pro rata
 - This post is subject to an Enhanced DBS Disclosure

Core Responsibilities

- 1. Organise & plan Grace Church Youth sessions**
 - Decide on the Youth Work programme for the year, liaising with the Under 18s Lead
 - Plan and facilitate Tuesday evening Youth sessions
 - Plan and facilitate Sunday morning Youth sessions
 - Manage the Youth budget
- 2. Organise Youth events**
 - Plan and lead the annual Youth Weekend Away (February)
 - Plan and facilitate the annual trip to Newday, along with any activities specific to the Grace Church Youth during that week
 - Liaise with other Grace Connection churches on Grace Connection Youth activities, e.g. Together Weekend, joining with other Grace Connection churches for Newday

3. Communication, leadership & discipleship

- Lead the Youth Team, including encouraging and equipping them to lead young people
- Oversee Youth Team recruitment, including serving agreements, team admin and processing new team members through the serving process
- Communicate with parents and young people
- Disciple the young people in Grace Church
- Pray for youth volunteers & team, the youth work programme and the young people
- Be part of the Safeguarding Team, taking the necessary training to keep up to date with developments in that area
- Link in with other youth workers from city centre churches to share ideas and learn from them

General Responsibilities

- Team responsibilities:**
- Attend weekly Staff Prayer and team meetings, including being on the rota to lead Staff Prayer occasionally
 - Participate in and contribute to regular line management meetings, including Annual Reviews
 - Commit to personal development through reading and training
 - Undertake any other duties that may be reasonably required by this post holder

- Personal responsibilities:**
- Ensure you have set enough time aside to pray and study in order to continue to foster and grow a personal relationship with God
 - Lead people through being a good example in all areas
 - Manage your own workload in a timely and efficient manner

- Opportunities to Develop / Training:**
- You will be required to undertake regular Safeguarding Training
 - First Aid
 - Food Safety Level 2

PERSON SPECIFICATION

	Essential	Desirable	Evidenced by
Knowledge & Experience:	<p>Experience of working or volunteering with children aged 11-18</p> <p>Leadership experience</p> <p>A good understanding of the UK school system</p>	<p>Experience in safeguarding children</p> <p>Experience of leading through team</p>	Interview, CV
Technical Proficiency:	Able to learn and adapt to new systems and processes	Familiar with Microsoft Office suite of programmes	Interview
Communication Skills:	<p>Strong written, spoken and presentational skills</p> <p>Good and active listener</p> <p>Empathetic and adept at facilitating sensitive or uncomfortable conversations</p>		Interview
Personal Attributes / Character:	<p>Creative problem solver</p> <p>Reliable & punctual</p> <p>Self-starter and with proven ability to manage own priorities</p> <p>Proven ability to deliver to deadlines and service competing demands</p> <p>A good team player</p> <p>Willingness to learn and grow</p> <p>Evidence of significant growth in personal discipleship</p>	Thrives within a flexible working pattern	Interview, CV / cover letter
Occupational Requirements	<p>There is an Occupational Requirement for the postholder to be a practicing Christian who agrees with our vision and values (gracechurchnottingham.org)</p> <p>The post is subject to an Enhanced DBS disclosure</p>	Driving licence & vehicle	