



## Youth and Children's Minister Job Description

### Job Title

- Youth and Children's Minister – fixed term 3-year appointment

### Employer

- Great St Mary's, The University Church Cambridge

### Reports to

- The Youth and Children's Minister will be accountable to the PCC as his or her employer, through David Bagnall the Assistant Curate, to whom he/she will be responsible for his/her work. They will need to work in close co-operation with other staff, the church wardens, and volunteers.

### Key Focus of Role

- Leading and growing our youth and children's ministry and overseeing the volunteers who lead activities

### Specific Areas of Responsibility

- Develop and direct our youth and children's ministry
  - ⇒ Oversee and organise the running of our Sunday morning provision at Michaelhouse
  - ⇒ Proactively identify areas for growth and ministry within the parish
- Enable, envision, and resource volunteers involved in the CYP at Great St Mary's
  - ⇒ Support the recruitment of new team members and work with our Child Protection Officer to ensure that we comply with the diocesan 'Safeguarding Children' protocol
  - ⇒ Develop, nurture and provide pastoral support to the leaders of our youth and children's ministry
- To engage with mission to children, young people and families in our local community
  - ⇒ Foster strong networks and relationships with staff at our local schools, especially our school, Park Street Primary School
  - ⇒ Identify and oversee outreach events for children and youth, and participate in and support diocesan CYP activities and events.
- Play a senior role in the church staff team, supporting the overall vision and values of GSM by participating in the leadership of the church through staff and PCC meetings, reporting on CYP ministries, and playing a pivotal part in key decisions in the life of the church.



## Person Specification

The successful candidate will be able to demonstrate:

- A committed and mature Christian faith
- A passion for teaching the Christian faith to children and young people
- The energy and ability to inspire and enthuse young people, children, and adults
- Proven 'hands on' leadership skills and experience
- Insightfulness and vision creation
- Good interpersonal, organisational, and communication skills
- The ability to be generous in empowering and equipping others to lead
- Significant experience in CYP roles
- Flexibility and adaptability

The following are desirable:

- Understanding and experience of the Anglican context
- Experience in preaching, teaching, or leading worship in a local church context
- Previous supervisory experience would be advantageous
- Good administrative skills
- First Aid Qualifications

The following will be required:

- Appointment will be subject to a **confidential personal statement and enhanced DBS**

## Summary of main Terms and Conditions of Employment

### Contract

- Comprehensive Terms and Conditions of the contract of employment will be issued, including the items below and other details such as procedures for sickness absence, termination, grievance and disciplinary.

### Start Date

- 1st December, or as soon as giving appropriate notice allows. There will be six-month probationary period.

### Hours

- Flexible working hours up to 23 per week to be agreed with employer

### Salary

- **£18,000 pa for 23 hours/week (pro rata of £28,500)**

### Expenses

- On the job expenses are paid including the use of your own car and bike



## Holidays

- A holiday entitlement of 28 working days pro rata, plus public holidays which fall on days normally worked. This includes no more than 6 Sundays (unless agreed with the line-manager) per year.

## Application Details

Please apply by enclosing a CV and covering letter to:

Margaret Johnston,  
Church Warden,  
Great St Mary's Church,  
Senate House Hill,  
Cambridge,  
CB2 3PQ

Or by e-mail to: [WardenM@gsm.cam.ac.uk](mailto:WardenM@gsm.cam.ac.uk)

Please include details of two referees and an indication of whether these can be taken up immediately.

**Closing date: 29 October 2021**