

An exciting opportunity has arisen for a Children and Families Outreach worker to join the team at Amington Parish Church.

‘The Ark’ has been an incredibly successful project for many years. It invites, for a small charge, parents, carers and childminders and the pre-school children in their care, to a warm, welcoming environment to play. There are hot drinks for the adults and toast, fruit snacks and cold drinks for the children. The Ark is an outreach from the Church and is underpinned by the Christian faith. The PCC of Amington Parish Church would also like to explore and set up a Messy Church for the wider community of Amington and the post holder will have a pivotal role within this new project.

Name of Role	Children and Families Outreach Worker.
Hours	10 hours per week during term time and an additional 4 hours per month for Messy Church once started. This role will include some weekend work.
Pay	Rate of pay will be NLW.
Holiday/Pension	20 days holiday and 8 Bank Holidays Pro-Rata. Holiday to be taken during school holidays. The organisation will fulfil its obligation under the pensions auto enrolment legislation. You will be notified of any entitlement you may have under that scheme.
Purpose of the role	To co-ordinate and lead activities at The Ark and to develop a Christian outreach from St. Editha’s into our community with a focus on children and families by the creation and operation of a monthly Messy Church.
Reporting to	Priest in the Parish/Incumbent.
Occupational requirement	There is a genuine occupational requirement that the post holder is a Christian.

Job Duties and Responsibilities

- To co-ordinate and lead activities at The Ark ensure the appropriate set up, planning, organisation and operation of The Ark each week during Term Time.
- To co-ordinate a team of volunteers who assist in running The Ark project.
- To work with the Priest in the Parish/Incumbent to set up and then to run a monthly Messy church.
- To collect and record attendance and to handle cash income from The Ark.

- To be a welcoming presence helping parents or other care givers to feel welcome, and get to know each other.
- To be part of the ministry team, looking to explore and create opportunities to engagement with the families within our parish.

The PCC of Amington Parish Church of St Editha is committed to safeguarding and promoting the welfare of children young people and vulnerable adults. All post holders are expected to share this commitment. All appointments to roles undertaking regulated activity are subject to pre-appointment checks, including references and a satisfactory Enhanced DBS check.

Person Specification

Personal Qualities

- Creativity
- Friendly nature
- Enjoy being with both children and adults
- Confident to speak in front of a group

Skills and Experience

- Leadership skills
- Good organisational skills
- PR skills (advertising on social media and other methods)
- An ability to motivate and engage volunteers working with both children and adults attending
- Excellent verbal and written communication skills
- Prioritising workload throughout the sessions
- Ability to share the Gospel in an age appropriate, engaging yet gentle manner.
- Able to create imaginative and creative sessions/activities.
- Able to use MS PowerPoint (this is not essential and can be included in the training)

Training Requirements (all required training will be provided)

- Volunteer leadership training
- Sound knowledge of childcare learning and outcomes
- Knowledge and understanding of relevant policies at Amington Parish Church
- Basic Hygiene training
- Messy Church training
- Safeguarding training

Additional Tasks and Responsibilities

- Key holder
- Handling cash

Commitments for All

Those who work with children, young people and/or adults who are vulnerable should have a commitment to:

- Treat individuals with respect
- Recognise and respect their abilities and potential for development
- Working in ways that meet and develop the personal, spiritual, social and pastoral needs
- Promote their rights to make their own decisions and choices, unless it is unsafe
- Ensure their welfare and safety
- The promotion of social justice, social responsibility and respect for others
- Confidentiality, never passing on personal information, except to the person you are responsible to, unless there are safeguarding issues of concern which must always be reported to the person named above.

Expenses

The PCC agrees to cover your expenses in line with our expenses policy, which is available on our website (for a hard copy please contact the church office).

Additional Arrangements

- Occasional lone working.

Role to be reviewed on (usually annually) _____ (dd/mm/yyyy)

Is this role eligible for a criminal record check (which is renewable every five years)? Yes

I have read and received my own copy of this role outline and understand the tasks and responsibilities.

_____ (sign) _____ (dd/mm/yyyy)