



**ALL YOU NEED TO KNOW (AT THIS STAGE)  
ABOUT THE POST OF CHILDREN AND FAMILY TEAM LEADER POST**

This document contains:

- A. Job description**
- B. Person profile**
- C. Further information about All Saints Church and the scope of pre-existing work amongst children, families and young people**
- D. Further information about the terms of employment**
- E. Other benefits and attractions of the post**

You will find the application form and the welcome letter in a separate document.

**SECTION A: JOB DESCRIPTION AND PERSON PROFILE**

**JOB TITLE: CHILDREN AND FAMILIES TEAM LEADER**

**Responsible to:** The Rector as line manager (PCC of All Saints as employer)

**Church Vision**

At All Saints we have a growing vision to be “A Church on the Way”. We want to follow Jesus’ way and fulfil his great commission to make disciples, helping others to know him and follow him. A core part of this work is with 0 - 11 year olds, and we see children as full participants in the kingdom of God.

**Key Purpose**

The Children and Families Team Leader will lead\* and develop the work amongst (a) the 0-11 age range at All Saints Church, as well as their carers & families and (b) the same age range in the wider community of Weston. They will be the ‘go-to’ person for fulfilling the church vision amongst children and families ie developing a culture of discipleship helping children and families and volunteers to know and follow the way of Jesus.

**Specific Responsibilities and Duties**

The specific responsibilities and areas of work are as follows:

- a **Church-based work:** To be the lead person for all our church-based work with children aged 0-11 on Sundays, during the week and on special days; this will require taking on existing work but also initiating new work;
- b **Community-based work:** To be the lead person for our work with children and families in the community: this will mainly consist of initiating new work;

- c **Weston All Saints Primary School:** To develop work within Weston All Saints Primary School, being a presence within the school and a vital link between the school and the church; the exact scope of work to be finalised in discussion with the school;
- d **Working with Volunteers:** To recruit, equip and support volunteers, building their expertise and capacity within the wider church membership and beyond if possible; this is a key part of the post as no one paid person can do all of the work;
- e **Championing the work amongst children:** To be the public face or champion of our work with children and families, communicating back to the church regularly & in the community and leading from the front;
- f **Keeping our children safe:** To work with the Rector, safeguarding officer and diocese to provide safe spaces and the highest standards in safeguarding;
- g **Collaborating with Others:** To work with the wider children's and youth team and staff team on various projects and issues as together we seek the fullness of the kingdom of God;
- h **Working with the Rector:** To work with and alongside the Rector on additional projects as required.

\***Lead:** In our mind 'leading' encompasses:

- Co-shaping the vision;
- Providing strategic direction and oversight;
- Doing some of the detailed planning;
- Co-ordinating the work of others;
- Enabling others to lead
- And leading by serving on the ground and modelling the best practice

**Adapting the Job Description to the Person Appointed**

The above job description will be reviewed and modified according to the experience, skills and aptitudes of the person appointed. This will probably include a rough allocation of time to the different areas of the work.

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**SECTION B: PERSON PROFILE**

In order to fulfil the role outlined above in context of our church, we believe the person appointed to this post will need to possess most or all of the following mix of qualities, experience, skills and values. He or she will:

- a Be a committed follower of Jesus Christ, seeking to grow in faith, hope and love.
- b Be at home in the spiritual and theological culture of All Saints Church
- c Possess evident empathy for children
- d Already have experience of working in children's or youth ministry
- e Hold a professional qualification in education and/or children's and youth work
- f Be experienced in taking the initiative and setting the agenda but willing to be a supportive team member working alongside others

- g Be creative and resourceful
- h Be confident but not 'think too highly of himself/herself'
- i Have excellent interpersonal skills, especially with children and their parents
- j Have the ability to equip and train others, especially volunteers
- k Be well used to working with IT and social media
- l Be someone who wants to go on learning and developing their knowledge and skills, as well as, of course, growing in maturity in Christ and their discipleship.

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**SECTION C: MORE ABOUT SAINTS CHURCH AND THE WORK AMONGST CHILDREN**

**All Saints Church**

We are a lively and strongly family oriented church (around 250 - 300 adults) with a mix of old and new style evangelicals, charismatics and contemplatives and those who do not quite know what label, if any, to put on themselves. Our services, our home-groups and our work in church and in community reflect that diversity – and mostly it works! Our strapline is *A Church on the Way*.<sup>1</sup> We don't have all the answers by any means, but we do seek to follow Jesus Christ faithfully, creatively, sacrificially and joyfully.

All Saints has had a mixed team of paid and volunteer workers in the area of children's and youth work, for many years. Earlier this year, our part-time Children's worker went back to primary teaching and is now teaching at Weston All Saints Primary School but he remains a volunteer in our children's work team and as a worship leader on Sunday mornings. Currently around 25 volunteers support the children's work – but holding onto and recruiting new volunteers is always a challenge! Although the church has had a part-time children's worker for many years, this is the first full-time post with a specific brief for children and families.

**Covid**

As with all churches and schools, the last 15 months have been difficult. As a church we adapted fast and creatively to provide online worship and discipleship. But we are also aware that it has often been children, families and youth who have struggled the most to connect in the digital space. As a result many of the groups and activities listed below have been on pause when we were unable to meet in person. As we move into a post-Covid world, we need seeking to discover what that world is like, but undoubtedly we want to grow the work in and out of church.

**Scope of Pre-Covid Work at All Saints**

**With Young Families/Toddlers**

- Toddler Rock – a Friday morning toddler group, well attended by many from the community.
- Toddler Rock - outreach events at Christmas, Easter and the start of Messy Church.
- The Meal Train – support providing meals for families of newborns in the church for the first weeks.
- Oasis – a bible study group for mums with babies/toddlers
- Tumblers – a Sunday morning group for pre-school children.

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<sup>1</sup> Part of the wordplay of our strapline is that the first or last part (depending on your direction of travel) of the Cotswold Way runs past the church!

- Also it's worth noting that the Noah's Ark Pre School which runs in the Church Centre has strong links with All Saints Church and hosts events within the church.

**With Primary School Age Children**

- Strong links with Weston All Saints Primary School, a local CofE school, which holds events within the church
- Open the Book – group which perform assemblies for Weston All Saints Primary School
- Sunday School groups: Climbers and Explorers. Also including Wild Side – Sunday School outdoors and the Discoverers group for children with additional needs
- Events: Easter Egg hunts/alternative Halloween/Christmas Crib Service
- Sunday Services particularly aimed at children: All Stars and All Age Engage
- Annual Holiday Club
- Nativity trails around the village

**Scope of work during Covid**

- Weekly Family Worship and creative activities online.
- Nativity Trail
- Scarecrow Trail
- Children and Families Zoom.
- Fire-pit Christmas Services,
- Easter Gardens
- Worship for Everyone - outdoor service as we are coming out of lockdown

**Scope of current or emerging work**

- Sunday morning groups are up and running with All-Age Engage Services on the first Sunday in the month and school holidays
- Open the Book in the primary school is just starting again (November)
- Plans are in hand to start a new mid-week Toddler group
- There is a 2-day per week, unpaid volunteer co-ordinating the work
- There will be special Christmas events catering for children
- A local prep school likes to call us in at Festival times

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**SECTION D: FURTHER INFORMATION ABOUT TERMS OF EMPLOYMENT**

**Employer:** The employer will be the Parochial Church Council (PCC) of All Saints Weston.

**Accountability:** In the first instance to the Rector.

**Salary:** Currently £21,934 - £29,462 (the precise within this range will be negotiable and will be dependent on previous experience, previous level of responsibility and the exact scope of the role and responsibilities to be taken up). All Saints has devised its own payscale. There is an annual review of the salary scale by the Parochial Church Council and if a cost of living upgrade is authorised it comes into effect on 1 April. For April 2022, the the payscale is likely to be increase by around 2%.

**Starting date:** The post is currently vacant so a start date could be almost immediately, but at the same time we are prepared to wait longer if the preferred person is not available until later in the year.

**Hours:** 37.5 hours per week including weekends, evenings and flexible working. Monday mornings (currently) and Sundays are structured work times

**Annual leave:** 25 days per year plus statutory holidays

**Pension:** The Church will contribute 3% of annual salary to the People’s Pension (or similar)

**Occupational Requirement:** There is a genuine occupational requirement that the post holder is a Christian. The post is subject to an Enhanced DBS disclosure. Additionally there is an expectation that All Saints Church will be (or will become) the post holder’s home church and that he or she will contribute to the wider life of the church outside of their paid employment.

**Housing:** The postholder will be expected to provide their own housing.

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**SECTION E: OTHER BENEFITS AND ATTRACTIONS OF THE POST**

We believe this is an excellent post and that apart from the benefits listed above, the person appointed will also benefit from:

- a Being a member of a lively, outward-looking and diverse church
- b Joining a supportive wider staff team of paid staff and volunteers holding key roles
- c The support of a small team who have been reviewing and seeking God for the direction of children and families work and they will help the appointed person work with and develop the church's vision for this work.
- d Having the option of a pleasant office in the Church Centre, close to the church and in the heart of Weston
- e Use of excellent facilities to develop both church-based and community-oriented work<sup>2</sup>

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**FINALLY**

If you have got this far, we hope you are intrigued, attracted to and drawn to this post, our church and our vision. There is much more to discover about us on our website, facebook page and on our various YouTube channels.

[www.allsaintsweston.org.uk](http://www.allsaintsweston.org.uk)

If you do apply, we will follow up immediately with an informal interview probably via zoom, unless you are within easy travelling distance. Thereafter we will arrange formal interviews probably in the first week of January 2022.

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<sup>2</sup> Firstly there is the All Saints Church which is a quality building with a number of rooms and facilities. Secondly there is the Weston Hub which the Church was asked by the Council to take over as it could no longer afford to run it. We have d revitalised it so that is now a thriving community centre managed by the Church. It too has a good variety of rooms and this year we have substantially upgraded the basketball court. Finally the church is itself is poised for a £3,000,000+ complete refurbishment which we hope will start in late 2022 giving us a fully flexible building with greatly enhanced facilities – including for the first time excellent creche facilities.