

Role Description

Job Title:	Children and Families Ministry Leader
Location:	Ross Baptist Church, Ross-on-Wye, Herefordshire
Accountable to:	Minister
Working Hours:	0.6 FTE (21 hours per week) - including some evenings & regular Sunday mornings. We're also open to re-shaping the role. We are much more interested in <u>YOU</u> and your skills, experience, and interest. Tell us!
Salary:	up to £18,000 (£30,000 pro rata) (2025-26) + contributory defined contribution pension, depending upon experience
Annual Leave:	25 days + 8 Public Holidays, pro rata

OUR MISSION: Working with others to enable everyone within Ross-on-Wye to learn about Jesus and become disciples of Christ.

Why work for us?

1. Growing, community-engaged church
2. Part of a loving Christ-centred community
3. Opportunity to shape something new
4. Supportive leadership
5. Supportive & experienced line manager
6. Supportive & experienced staff team – colleagues!
7. Good terms and conditions
8. Good solid foundations of existing families whom you can work with
9. Your own dedicated office space
10. A beautiful place to work in a vibrant market town community.

Job Summary:

Growing community! Working with others to enable all children & their families to become age-appropriate disciples of Christ.

Key Duties:

1. Programme:

You will lead by example, taking a significant role in the development and delivery of the programme for 0-11's and their families (We also employ a p/t Childrens' Worker)

You will:

- ☐ Ensure the 0-11's programme provides children & young people with a dynamic, authentic & inclusive expression of Christian faith.
- ☐ Ensure all children's sessions and events are well planned, engaging, creative, well- promoted and, above all, fun and relational. (To help with this, material for a 3 year rolling programme for Sunday Morning and Mid-week club is available for you to use/adapt)
- ☐ Take an 'up-front' role in leading sessions/ events to include, but not limited to, some Sunday mornings and at least one other weekly club. This will include creatively and enthusiastically articulating the life-changing Christian message of hope and love.
- ☐ Attend the toddler group and support families in whatever they need or signpost them to the help they require.
- ☐ Will represent the church as co-ordinator of the "Transforming Lives for Good" mentoring programme in our Primary Schools
- ☐ Take lead-responsibility for the development and delivery of at least one children's holiday club a year, building a team of volunteers.

2. Pastoral support

Whilst dynamic and well-led children's programmes provide an essential context for the families work and ministry, it is the quality of appropriate relationship between worker and child that is often the most life-changing. You will:

- ☐ Lead by example in delivering relational children's work and ministry, developing appropriate relationships with children and their parents/carers.
- ☐ Provide 1:1 pastoral support for individual children in need of extra encouragement, support or intervention, whilst working at all times in accordance with our *Safeguarding Children, Young People and Adults at Risk* policy and procedures.

3. Schools & Community

We are blessed to have good primary & Secondary schools in the surrounding area. You will:

- ☐ Support the "Open the Book" team in their regular assemblies
- ☐ Negotiate and deliver 1:1 support, assemblies, and/or occasional class visits to Ross Baptist Church – prioritising what delivers maximum impact

4. Leadership and strategy

Good children & families ministry doesn't happen by chance. It requires prayerful strategy, team work, planning, co-ordination and communication. You will:

- ☐ Work with others to develop the children's & youth work and ministry strategy/ plan, working closely with stakeholders (children, volunteers, parents/ carers, Minister and the Leadership Team).

- ☐ Recruit and train volunteers, in accordance with Safer Recruitment principles and ensure rotas are prepared for them
- ☐ Grow, lead, and support the core team of volunteer children's workers, developing their skills and enabling them to become effective leaders/ co-ordinators of teams.
- ☐ Pray regularly for the volunteer children's workers, the children and their families, and enable others to do the same.
- ☐ Ensure that all work complies with Health & Safety and Safeguarding policies and procedures, including Risk Assessments and hygiene cleaning of equipment/ resources.
- ☐ Be responsible for and manage the children's ministry budget, income, and expenditure, ensuring ethical stewardship of finances, resources and use of buildings.
- ☐ Update the Leadership Team and Church Members Meeting and the community with regular updates and social media posts.

5. General duties

To undertake any other duties that may reasonably be required of this post holder, as directed by the Minister, such as:

- ☐ Attend and participate in staff meetings, including times of prayer.
- ☐ Participate in/ receive line management.
- ☐ Participate in training and ministry development
- ☐ Attend and participate in Leadership Team (Trustee) meetings, as required.

Person Specification

Role title: Children and Families Ministry Team Leader

We know people don't come in boxes, but we thought it would help you to know what kind of person we think would thrive in this role at Ross Baptist Church. As you read, it might be that only *some* of the characteristics fit you. However, we would still love to hear from you if this role excites and inspires you!

	Essential	Desirable
Christian spirituality	A disciple of Christ with a commitment to, and evidence of, personal spiritual growth and ministry, and in agreement with our Christian values and beliefs.	
	Proven track-record of active and consistent involvement in your local church.	Willingness to be an active member of Ross Baptist Church.
Personal qualities	Well-motivated, able to take initiative, to plan and carry out work.	
	Well-developed inter-personal skills with the ability to establish rapport with a diverse range of people and ages.	
	Good verbal communication skills.	Good written communication
	Good IT skills and the ability to organise your work and working environment.	Effective use of engaging social media to promote activities/ community.
	Shares our commitment to inclusive mission & ministry.	Experience (professional or lived) of working positively to celebrate and affirm every person, challenging discrimination based on ability, age, ethnicity, gender or neurodiversity
Children's & Ministry experience	Proven track-record of working effectively and inclusively with children/families in a Christian/ church context.	Proven track-record of working effectively and inclusively with children in both Christian and secular contexts.
	Someone children and their families are drawn to.	A dynamic and effective presenter/ communicator.
		Experience of delivering schools support e.g. mentoring, 1:1 pupil support, leading assemblies and/or lunch/after-school clubs

		Experience of delivering community projects.
		Experience of delivering training and/or coaching.
	Good understanding of up-to-date safe practice & safeguarding with children and adults at risk.	Experience of being a Designated Person for Safeguarding (or Deputy).
Leadership	Proven ability for recruiting and leading a team of volunteers	Proven track-record of leading & co-ordinating multiple teams of volunteers.
Qualifications, training and professional development		A DipHE or above in Children's Ministry (or equivalent) Experience with TLG (Transforming Lives for Good)
Other	A willingness to adopt a flexible working pattern, including regular early evening and weekend work.	Experience of working evenings and weekends.
	Willingness to undergo DBS enhanced disclosure.	
		Full Drivers License

There is a Genuine Occupational Requirement in accordance with the Equality Acts 2010 for the post-holder to have a vibrant and active Christian faith. This post is exempt from the Rehabilitation of Offenders Acts 1974 and is subject to a DBS check prior to an offer of employment being made.