



# Development Worker for Children, Youth and Families (CYF)

## Job Description

### Context

This is an exciting year long opportunity based in the Swaffham area to develop and support Children, Youth and Families work (CYF).

The role is funded as part of the Diocese of Norwich Church Planting and Revitalisation programme and seeks to build a bridge into the Diocesan strategic objectives around strengthening youth and children's ministry, church planting and revitalisation.

You will be based at the Fountain of Life Church (FoL), a missionary congregation of the Church of England (profile available) with congregations in Ashill and Swaffham; [www. http://folchurch.co.uk/](http://folchurch.co.uk/)

The role will be divided between launching and developing initiatives in and around Swaffham and engaging with initiatives in churches further afield.

### Summary

#### **Developing CYF provision in and around Swaffham – 2½ days a week**

You will be developing CYF initiatives in Swaffham and surrounding areas. These will include the development primarily of FoL youth provision in Swaffham, liaising with and building relationship with local schools as needed but also a parent and toddler group and work with families.

#### **Supporting and Connecting with other churches - 2½ days a week**

You will be connecting with and supporting a range of churches and CYF initiatives in target areas around the diocese such as King's Lynn, Hunstanton, Fakenham and Watton. Projects may include Youth Cafes, School involvement, Youth Discipleship Groups, Regional Youth Worship and Gathering events.

Each of the project churches will have been allotted funding designated for the development of CYF mission that must be utilised within the year. For some areas this will be a direct injection of funds to enhance and sustain what already exists, but in other areas this may involve starting CYF work from scratch.

You will work alongside any existing projects in their respective churches as well as helping to develop new initiatives which may include:

#### **Supporting Churches:**

- building relationship and liaise with local church leaders, staff and volunteers in order to explore and develop CYF provision, and fresh approaches to CYF work.
- using your knowledge and experience to make best use of available funding.

#### **Recruitment and Networking:**

- encouraging and network with volunteers and staff involved in CYF Ministry to build team.
- consider onwards sustainability of projects and groups
- having an awareness of the potential for a wider network of CYF mission in other areas in Norfolk.

**Training and Education:**

- sharing knowledge and expertise to normalize the new way of doing CYF work in the local church.

**Documentation and Reporting:**

- recording learning and produce reports in order to prove and improve models of CYF ministry for diocesan strategy and National Church learning.
- reflecting on activities and visits to help churches refine their CYF ministry.
- Identifying and report on gaps and opportunities for CYF mission.
- maintaining records in line with CYF work and safeguarding best practice guidelines.

**General:**

- ensuring safeguarding requirements are met in line with the Diocesan safeguarding policy.
- ensuring good management of volunteers.

See person specification on following page...

*The Fountain of Life Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All post holders and volunteers are expected to share this commitment.*

## Person Specification

### Personal Characteristics and Skills

#### *Essential*

- To have an inherent sense of fun!
- To be a person that can bring initiative and creativity to the role.
- To be self-motivated and able to work unsupervised.
- To have good organisation, planning and time management skills
- To be a facilitator, networker with the ability to work with other agencies and organisations.
- To have experience and knowledge of Safeguarding, Equal opportunities and Health and Safety.
- To have a driving licence and access to a car which can be used for business purposes.

#### *Desirable*

- Ability to work within and support different church traditions and styles
- Able to drive a minibus.

### Qualifications, knowledge and experience

#### *Essential*

- GCSE or equivalent in Maths and English.
- Experience of working with youth in a paid or unpaid role.
- Experience of co-ordinating and managing volunteers.
- Experience of organising events.

#### *Desirable*

- A qualification in Child Development /Health and Social Care / Children or Youth Ministry
- Some form of Theological training.

There is an Occupational Requirement under the Equality Act 2010, section 1 schedule 9, that the successful applicant will be a practising Christian.

Appointment will be subject to an enhanced check via the Disclosure and Barring Service, satisfactory references and criminal record declaration as well as a three-month probationary period. In addition, all applicants will be expected to work within schools' and Diocesan policies and procedures.

### Terms and Conditions of employment

- Salary £25,480 per annum plus agreed expenses.
- Hours 35 per week
- 1 Year contract
- The post requires evening and weekend work, usually including Sundays.
- Holiday entitlement: 25 days in addition to statutory holidays.
- Pension arrangement: 4% employers' contribution.
- The postholder will be based in the Swaffham area but will be expected to work in other locations around the diocese. The church office is in Ashill, however some remote working will be required.
- The postholder will work within the safeguarding policies of local churches, schools and the Diocese of Norwich
- Your line manager will be the Senior Minister of the Fountain of Life Church.
- You will be expected to attend monthly staff meetings in Ashill.

**Schedule**

- Closing date for applications: 12<sup>th</sup> July 2024
- Date for interview: TBC
- Start date: as soon as possible
- How to apply: contact [admin@folchurch.co.uk](mailto:admin@folchurch.co.uk) to request an application form.