

Children & Families Worker

JOB PROFILE



Our vision: Building a vibrant, Christ-centred community with a vision for extending His Kingdom.

Who we are: Ruislip Baptist Church (RBC) is a Bible-based, evangelical community of approximately 300 members situated in multi-cultural Greater London. Our Sunday Services see an average attendance in the region of 350 adults and children.

We are a community-focussed, family-orientated church with a large and flourishing children's and youth ministry.

Our mission: As part of our children's ministry, we provide opportunities for children and families to encounter God, to find friendship, encouragement and support and have fun in a way that helps them to learn more about Jesus.

We welcome all children and families, and we work as a team to plan inspiring activities that teach our children about God and help them to experience how much He loves them.

You can find out more about who we are, what we believe, our services and events on our website: www.ruislipbaptistchurch.org and by viewing our RBC profile:

Our Application Process

If after reading through the Job and RBC Profiles you have any questions or want to find out more about our recruitment process, please do not hesitate to contact office@ruislipbaptistchurch.co.uk

To apply for this role, please email your CV and a cover letter, which should include details of your faith journey and motivation for applying for this role, to:

helen.yarrow@ruislipbaptistchurch.co.uk

Ruislip Baptist Church, West Way, Ruislip, Middlesex HA4 8HR

T +44 (01895) 631239 E office@ruislipbaptistchurch.co.uk www.ruislipbaptistchurch.org

Find us on YouTube, Facebook and Instagram.

Job Profile

Job Title	Children and Families Worker
Responsible to	Operations Manager
Works closely with	Youth and Young Adults Worker, Children, Families and Youth Administrator, Senior Leadership Team.

Part 1 – Job description

Main purpose of the role

In conjunction with the Senior Leadership Team, the Children and Families Worker is responsible for leading, encouraging and developing the Children and Families Ministry at RBC in order to enable our children (between the ages of 0 – 11) and their families grow spiritually. The Children and Families Worker will also encourage and enable our Church families to share their faith with their children, participate in church life and engage in fellowship with one another and build on our outreach to children and their families in our local community.

Across all aspects of the role, the Children and Families Worker will be supported by a team of volunteers, the Children, Families and Youth Administrator, and a prayerful church.

Duties and key responsibilities

- Lead and develop the Children and Families Ministry, with specific responsibility for the leadership and oversight of RBC's Children and Families vision.
- Recruit, lead, encourage and grow a team of volunteers to support the Children and Families Ministry.
- Ensure the delivery of sound Biblical teaching to all our Sunday groups for children.
- Plan and lead outreach events for children and families in our community.
- Be accountable to and work closely with the Senior Leadership team during the development of any strategy and objectives for the Children and Families Ministry.
- Develop, wherever possible, links with local organisations, fellow C & F workers, organisations, and statutory bodies relevant to the church's work that will enable development and growth.
- In conjunction with the Operations Manager, ensure that the facilities and equipment provide a culturally relevant, welcoming, and safe environment for children and their families.
- Ensure safeguarding procedures are followed in all children and families' activities.

General duties as part of RBC's staff team

- Participate and attend weekly staff information and prayer meetings.
- Attend regular one-to-one meetings with line manager.
- Meet regularly with a mentor who will be assigned to you.
- Attend relevant training courses, as required, as agreed with line manager.

Organisational requirements

- It is a Genuine Occupational Requirement that the employee in this role is a committed Christian.

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Part 2 – Person specification
Job title: Children and Families Worker

	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> ● Relevant qualifications related to children’s ministry. Good life experience will also be considered. ● English and Maths GCSE (minimum Level 4/Grade C). 	
Experience	<ul style="list-style-type: none"> ● Experience of working with children. ● Experience of planning and delivering age-appropriate Biblical teaching. ● Experience of managing volunteers. ● Good understanding of safeguarding and child protection. 	<ul style="list-style-type: none"> ● Experience of event planning/project management ● Understanding of Health and Safety/Data protection
Skills/Abilities	<ul style="list-style-type: none"> ● Good interpersonal, verbal, and written communication skills. ● Confidence to deliver Biblical teaching to children. ● Ability to inspire, lead and encourage volunteer children’s leaders. ● Ability to think and plan strategically ● Strong organisational skills. ● Good time management skills and ability to demonstrate flexibility. ● Ability to think creatively and use own initiative. ● Team player with the ability to work independently when necessary. ● Understanding of the needs and issues of children and families of today. ● IT competency. 	<ul style="list-style-type: none"> ● Ability to organise events ● Able to work with social media ● Able to lead or plan worship
Personal Qualities	<ul style="list-style-type: none"> ● Committed Christian who recognises Jesus Christ as their Lord and Saviour ● Hunger to see the Holy Spirit move in power throughout the church ● Willingness to learn from others and share own skills ● Relational and personable with the ability to build relationships ● Willingness to work hours during evenings and weekends ● Committed to being fully involved in the life of RBC, including church membership. 	

OTHER COMMENTS:

- This role will require an enhanced DBS check.

**Ruislip Baptist Church
Information for applicants**

Job title: Children and Families Worker

Hours:

25 hours inclusive of some evening and weekend work.

Annual leave – pro rata:

25 days

+ statutory bank hols

Pension:

RBC will contribute 3% of your salary to your pension with further matching contributions up to 6%.

New staff service:

6 months probationary period with a 3-month review

Salary: circa £19K

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