

## Job Description and person specification

<b>Job Title</b>	<b>Children's Minister</b>
<b>Salary (may also be hourly rate)</b>	£28,000-£30,000pa (based on experience and training). Eligible for auto-enrolment in our pension scheme NB: Accommodation is <b>not</b> provided.
<b>Status of role (permanent, fixed term etc)</b>	Fixed-term (24 months), subject to a satisfactory 8 week probationary period Full-time (35 hours per week, including Sundays)
<b>Reporting to</b>	The Priest in Charge
<b>Working alongside</b>	St. David's staff team, and colleagues from other local churches
<b>Date of issue</b>	August 2025

### Background to the Post

St. David's, Moreton-in-Marsh is a thriving conservative evangelical Anglican church and the largest of the five churches in the Moreton Vale Benefice (you can read more about the church and benefice at [www.stdavids.org.uk/](http://www.stdavids.org.uk/)).

Under God, we have been blessed with a history of faithful teaching and discipleship of children and young people for many years. As our current Children's and Youth Worker moves on to take up a new post, we are looking to grow and develop this ministry further.

We are therefore seeking to appoint both a full-time Children's Minister (this post), and a part-time Youth Minister (advertised separately). The Children's Minister will grow our work primarily with children up to the end of primary school; the Youth Minister will do the same with children of secondary school age, in partnership with other local Christian youth workers.

The parish has committed to funding these posts for an initial two-year period, to be reviewed towards the end of that time.

## Overall Purpose of Post

The overall purpose of this post is:

- To lead and support our existing ministry with children;
- To connect more children from our wider parish with the Christian faith;
- To support parents in the church in bringing their children up in the Christian faith.

As this role centres around Christian teaching and discipleship, the role-holder should be a person with their own mature and convinced Christian faith. Within the terms of the Equalities Act 2010, it is an Occupational Requirement that the successful candidate should agree and sign the CEEC Basis of Faith on appointment (found here: <https://ceec.info/about/what-we-believe/>).

	Responsibilities & Accountabilities	Nature and Scope of Role
1	Leading Sunday Club & Rooted	Providing (writing or sourcing) materials for our Scramblers (2.5-5 years), and Adventurers (5-11 years) groups; organising volunteer leaders; ensuring good safeguarding practice; leading groups as required week by week.
2	Overseeing Moreton Tots	Supporting the volunteer team for our Wednesday morning toddler (0-4) group; helping provide teaching materials and leading as needed; ensuring good safeguarding practice; getting to know parents and carers who attend.
3	Linking with St. David's CofE Primary School	Planning the termly pattern of Collective Worship (once a week), and leading these as required; regular Wednesday lunchtime sessions with the pupils in the Worship Team; leading church involvement in school services at church (Christmas, Easter, Leavers'); liaising with the Head and other staff to build closer relationships between school and church communities
4	Outreach and evangelism	Organising and leading existing events (e.g. Christmas Eve service, Light Party) and developing new ones (e.g. after-school club, summer holiday club).
5	Ministry in church	Regular worship at St. David's; leading All-Age slots on a regular basis at our 10:30 service; occasionally leading our All-Age services (currently one a term); getting alongside children and their parents in the church and intentionally supporting them in discipleship.

<b>Generic Responsibilities – for any role</b>	
<b>6</b>	To ensure that all health and safety instructions are followed and that care is taken to ensure safety for self and colleagues, reporting concerns immediately.
<b>7</b>	To ensure the highest standards of safeguarding awareness.
<b>8</b>	To comply with relevant legislation and adhere to the policies adopted by the PCC, especially regarding data privacy/GDPR.
<b>9</b>	To undertake as requested other duties as may reasonably be expected.

### Person Specification

<b>Attributes</b>	<b>Essential</b> (or expected to train/qualify to that standard)	<b>Desirable</b>
<b>General</b>	<ul style="list-style-type: none"> <li>▪ Committed Christian, disciplined in personal prayer and Bible reading, and regular in public worship.</li> <li>▪ Team player, approachable, and supportive.</li> <li>▪ Strong communication skills, especially in person.</li> <li>▪ Competent in the IT needed to carry out the role.</li> <li>▪ Able to use initiative.</li> <li>▪ Willing to work with people from a wide range of backgrounds.</li> <li>▪ Confidential and trustworthy, respectful, considerate and patient.</li> <li>▪ Able to establish and keep appropriate boundaries.</li> <li>▪ Committed to continuing training and development.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Creative and imaginative.</li> </ul>
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>▪ No formal qualifications required.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Accredited training in Christian ministry and/or children’s work.</li> </ul>

<b>Experience</b>	<ul style="list-style-type: none"> <li>▪ Leading children's groups at a church.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience of paid Christian children's ministry.</li> <li>▪ Work as a member of a (church) staff team.</li> </ul>
<b>Knowledge, skills and abilities</b>	<ul style="list-style-type: none"> <li>▪ Good understanding of Christian doctrine, safeguarding best practice, common IT systems (e.g. email, Microsoft Office).</li> <li>▪ Ability to lead and enthuse others, especially volunteers.</li> </ul>	