

Job Description

Title: Children's Worker (New Community Sholing)	Responsible to: Jane Wiseman
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Salary Band: *experience and qualification dependent. Initially one day a week

Background:

At New Community Sholing we have a growing children's programme on Sunday mornings, which we would like to see, resourced and developed. We run a weekly toddler group which attracts c. 27 parents and many toddlers and babies from a variety of backgrounds. There are opportunities to hold holiday clubs and other children's clubs and activities. A holistic approach regarding the care and support of families, both in and outside the church, is imperative to us. We are also running monthly events within the community, which attract many families with children.

Role:

The role will be to assist with the running of New Community Sholing's existing children's programme and the volunteers, whilst seeking to develop connections within our local community – for example schools, pre-schools, community groups and local families.

We are passionate about seeing children and young people meet with God and are looking for someone who can bring creativity, passion and organisation to the role. The successful candidate will have a strong understanding of the key stages in children's development. We aspire to lay a strong, age appropriate Biblical foundation for our children, whilst communicating the Christian faith in a way that is fun and full of life. Good verbal and written communication skills are essential, with the ability to communicate effectively with both adults and children in a variety of environments.

The successful candidate will need to be a part of New Community Sholing. This is a part time position of one day a week initially, starting in early 2019 with a probation period of three months. Appointment is subject to satisfactory references and an enhanced DBS Child Workforce check.

Responsibilities:

In line with the vision and ethos of New Community, the Children's Worker will:

- Bring life, passion and excitement that are contagious both in the lives of the children and the volunteer team you will lead.
- Support and help the Church Children's Leader in delivering and presenting the children's work programme and support with planning and admin.
- Help to present as part of a wider team an innovative and engaging programme that inspires the children on a journey of faith in Christ and encounter with the Holy Spirit.
- Develop and maintain our children's work strategy in our local community.
- Maintain and advance appropriate policies to ensure the quality and safety of our work amongst children are of a high standard.

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- Undertake annual reviews of our policies in light of changes in legislation and individual circumstances.
- Ensure safeguarding legislation, principles and policies are implemented and followed by themselves and all members of the team. Support with safeguarding admin.
- Recruit and train a volunteer team whilst following safe recruitment guidelines, interviewing and inducting new team members.
- Ensure that all team members are up to date with safeguarding training and disclosure barring service checks.
- Ensure appropriate action is taken in regard to any safeguarding concerns raised within the children’s work of New Community Sholing.
- Ensure weekly provision of children’s activities is suitably staffed in line with safe working practices.

Ethos:

Our ethos is an expression of our character – it is a statement of who we are, what we believe and hold to as our values. New Community Network is inspired by and committed to living out the message and example of Christ – promoting spiritual, emotional, physical and environmental growth whilst furthering the work of Christ and establishing Kingdom principles in the local and surrounding communities. Accordingly, as an Ecumenical Christian Movement, all staff in posts are central to the fulfilment of The New Community Networks’ Christian Ethos.

Person Specification	Essential	Desirable
Qualifications		
Evidence of continuing professional development related to children and families work	ü	
A professional qualification related to children and families work		ü
Experience		
Minimum 3 years experience and training in a childcare setting		ü
Proven ‘hands on’ experience of at least 2 of the key age groups	ü	
Has proven experience of creating and planning programmes that engage children and ability to show that in a faith context.	ü	

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Experience of implementing safeguarding best practice, including managing concerns or disclosures	ü	
Experience in developing community links and networking		ü
Skills and Abilities		
Project management skills, combined with ability to do routine administrative work		ü
Good interpersonal, communication, listening and social skills along with ability to give drive and vision to self and others	ü	
Ability to train, develop and motivate existing volunteers and safely recruit new volunteers	ü	
Able to review policy work and recommend improvements in line with best practice and any changes in legislation.		ü
Other		
Passionate about working with children and families. Understanding about different family and child needs, including cultural and diversity issues	ü	
Able to work collaboratively and observe confidentiality	ü	
Ability to work flexibly when required in order to support church activities taking place during evenings and at weekends	ü	
A committed Christian who is growing in their relationship with Christ and who upholds the values of New Community Network	ü	