



The Bridge Church

WELCOMING ALL IN FAITH AND LOVE

THE BRIDGE CHURCH, THE UNITED REFORMED CHURCH IN OTLEY

Children and Families Worker: Job Description

Job Title:

Children and Families Worker

Location:

The Bridge Church, The United Reformed Church in Otley, Bridge Street, Otley, West Yorkshire, LS21 1RW

Responsible to:

The Children and Families Worker will be employed by the Bridge Church and will be under the supervision of a line manager appointed by the Elders' Meeting within the church who is designated to oversee the project. There will be a small support group drawn from within the church.

Purpose and Objective:

To identify and prioritise opportunities for outreach to children/young people and their families, and to support and enable the Bridge Church to develop these opportunities.

The Bridge Church works extensively with children and young people in the following areas;

- Junior Church
- Uniformed organisations (Rainbows, Brownies, Guides, Beavers, Cubs, Scouts, Explorers)
- Messy Church
- Toddlers@theBridge
- Otley Youth Drop-In (an afterschool club for 11-14 year olds, held on our premises, but an ecumenical enterprise).

Main Responsibilities:

- To work with volunteers in our church to establish links with;
 - Other groups that use our buildings
 - Local schools, children's centres etc.

- To work with volunteers in our church to further develop existing initiatives (like Messy Church and Toddlers@theBridge), and to explore the introduction of other outreach initiatives (for example; family events, within local schools etc.)
- To develop, alongside the minister in pastoral charge, pastoral work with families on the 'fringes' of the church (e.g. those that come for baptism)
- To ensure that volunteers are encouraged, equipped, trained and enabled to take on leadership responsibilities, so that developments can be sustained.
- Involvement in the recruitment of volunteers for work with children (operating to the United Reformed Church's Safer Recruitment guidelines)
- To prepare reports, as necessary for the Children and Families Worker Support Group, elders' and church meetings, and attend such meetings if required.
- To attend staff and leadership meetings as requested.
- To keep adequate records of contacts and of work done.
- Evaluate and review initiatives set up and activities undertaken, and change, where necessary the action and focus of work after discussion with your line manager and the support group.
- Participate in and contribute to the appraisal process under the supervision of your line manager.
- To participate in Synod Initiatives (Wilderness Hub, Big Day Out etc.)
- To seek opportunities to work ecumenically within Churches Together in Otley
- Uphold the Bridge Church's safeguarding policy and the safeguarding practices of the United Reformed Church, and all other relevant policies.
- Any other duties identified by the support group as are within the level of responsibility in order to meet the needs of the Bridge Church.

Terms and Conditions

- Salary: NJC Scale 25-28
- Accommodation is not provided
- Normal working pattern: 37.5 hours per week. The nature of the work will require you to work evenings/weekends. Flexibility is essential.
- Opportunities for study and training
- Optional Pension Scheme
- Reasonable expenses will be reimbursed
- A base, within the Bridge Church from which to work will be provided
- At least two days free of responsibilities each week.
- 14 days annual leave entitlement per year (excluding public holidays)
- The appointment is subject to a satisfactory enhanced DBS disclosure
- The appointment is subject to satisfactory references
- The appointment is subject to the satisfactory completion of a six-month probationary period.

The line manager is an Elder of the Bridge Church, who has extensive management experience. The line manager will meet with the Children and Families Worker on a regular basis, this will be weekly during the probationary period to monitor work undertaken and evaluate it.

Context

The Bridge Church is located in the market town of Otley, West Yorkshire, a community with a population of approximately 17000 people. The town has one comprehensive secondary school and five Primary Schools.

Whilst, superficially the town appears to be reasonably affluent, there are some significant areas of deprivation.

Otley is part of the Leeds Metropolitan District and is approximately 12 miles from the centre of Leeds. The Bradford and Harrogate conurbations are reasonably close too.

The Bridge Church has a membership of approximately 100 members and is part of the Nidd, Ouse and Wharfe Mission and Care Group within the Yorkshire Synod of the United Reformed Church.