



## Mission Enabler: Families & Children

### Job Purpose

- **Relationships:** developing strong pastoral relationships and networks to support families
- **Resources:** taking initiative, being inventive and creative in resourcing the nurturing of new disciples
- **Recruitment:** being intentionally focussed upon welcoming and including children, youth and families

The role is an expression of the churches' growing in mission beyond their walls and the building up of God's people. To work with and grow in depth and numbers the children and families and their leadership teams to enhance and develop our ministry.

The role has a Genuine Occupational Requirement (GOR) to be a practicing Christian.

A DBS check at enhanced plus level is required for this role.

### Accountability

- The Rector is the Line Manager.
- The role is jointly funded by both churches. The person appointed will be employed by Guildford URC for purposes of salary, NI contributions etc

### Responsible for

- developing and enabling family and children ministry and mission in each church and the organisation and development of volunteer group leaders and teams
- the Social media platforms to support the mission of the churches
- the active engagement of both churches in fresh and innovative expressions of mission

### Relationships

- The Rector, the URC Minister, St Nicolas CofE Infant School, local feeder primary schools

### Hours and Place of work

You will be expected to work an average of 38 hours a week, including Sundays. Most work will be expected to be performed during normal office hours although there will be an expectation for changing work patterns depending on the needs of the churches, and these will include Sundays, evenings and weekends for example.

A rented house may be available and includes a suitable working space as an office. Office space is also available in both churches. A laptop and mobile phone are also provided.

### Terms and Conditions

This is a permanent full time appointment. The post is open to both lay and ordained candidates.

The salary will be on a scale of £23000-26000 pa depending on experience.

- At least one day free of responsibilities each week. Sunday will be a working day.

- 30 days statutory annual leave which includes bank holidays. The post holder will be required to work on Christian festival holidays.
- Pension provision will be made according to statutory requirements.
- All reasonable agreed expenses will be reimbursed. (Note a car will not be provided).
- The post holder will be expected to engage in continuing professional development for which an allowance will be available.
- Appointment will be subject to a satisfactory Enhanced plus DBS disclosure.
- Appointment will be subject to satisfactory references.
- Appointment will be subject to the satisfactory completion of a six month probationary period. Reviews will take place at three-months and six-months.

## Responsibilities

*This list is an indication of the main tasks to be undertaken. It is not an exhaustive list of duties and responsibilities and may be subject to amendments to take account of changing circumstances.*

### Sundays:

- To oversee the Sunday morning children's provision in both churches
- To encourage children to actively participate in services and in the life of the Churches
- To be involved in services, particularly the united services
- To support the churches in developing and delivering the monthly café church
- To bring imagination and creativity to the development of children and families' provision in worship

### Weekly:

- To oversee Toddlers' Groups at both churches
- To manage the volunteer teams for example Sunday groups, Messy Church and Toddlers' Groups
- To encourage parents by running appropriate events and courses
- To engage with the local primary schools in an appropriate way, eg Collective Worship, mentoring and clubs
- To develop and lead mid-week provision including existing activities in creative and imaginative ways
- To explore ways of building on current provision e.g. Messy Church

### Other:

- To co-ordinate the annual Holiday Club and other seasonal events for children and their families
- To foster positive relationships and engagement with Child's Play pre-school at Guildford URC
- To fully engage with the uniformed organisations, currently Beavers, Cubs and Scouts who belong to both churches as a missional engagement and Christian presence
- To be responsible for the digital offer of both worship centres: website, twitter and Facebook
- To recruit volunteer leaders in consultation with the Rector and Minister
- To undertake administration, communication, networking and publicity as required
- To attend, or prepare a report for the PCC and Elders of the URC
- To comply with the Safeguarding policies of both churches at all times
- To ensure that the needs and concerns of children and families remain a priority in the

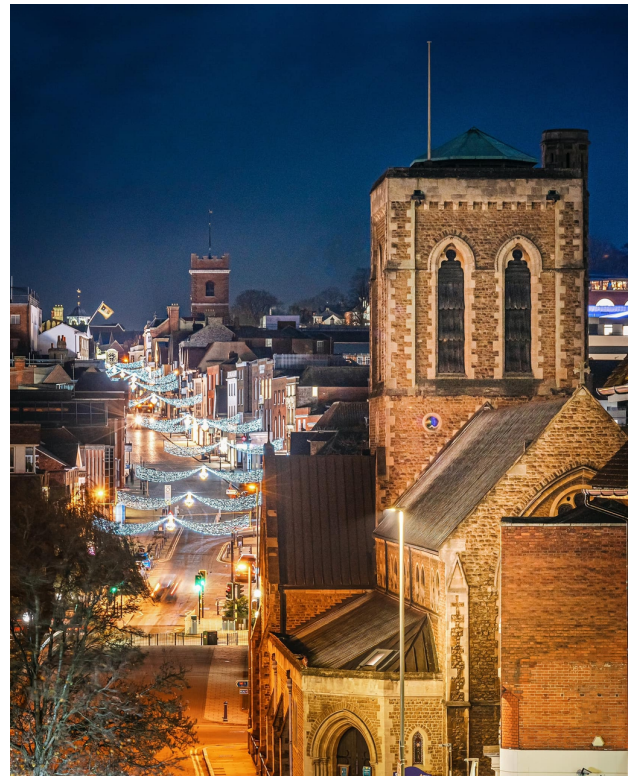
- church and to encourage prayer and support
- To attend training and development days run by the diocese and others, by agreement with the Rector
- Other tasks and responsibilities in consultation with the Rector as this new post develops.

## Person Specification

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>A levels or equivalent (in any subject)</li> <li>Proficient in Maths and English</li> </ul>	<ul style="list-style-type: none"> <li>A theological or teaching qualification at degree level or higher</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>3 – 5 years' experience leading children or families ministry (could be as a volunteer)</li> <li>People management: working in teams and managing change and transition</li> </ul>	<ul style="list-style-type: none"> <li>Leading a growing children/family ministry</li> <li>A track record of successful team building and recruitment</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Thorough understanding of safeguarding policy and its application in a church context</li> <li>Knowledge of the faith and the ability to contextualise this for children/families in a church context</li> </ul>	<ul style="list-style-type: none"> <li>A thorough knowledge of the faith, with the ability to communicate nuanced ideas</li> <li>Knowledge of current issues</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>IT Skills eg managing websites and publicity</li> <li>Social media awareness and ability to use in ministry</li> </ul>	<ul style="list-style-type: none"> <li>A full clean driving license</li> <li>Experience building websites</li> <li>Video editing</li> <li>First Aid and food hygiene qualifications</li> <li>Minibus (D1) entitlement</li> </ul>
<b>Behaviours</b>	<ul style="list-style-type: none"> <li>We expect the candidate to live a lifestyle commensurate with our values and ethos as Inclusive churches</li> <li>Able to compromise and adapt</li> <li>Able to handle conflict and diversity in a community setting</li> </ul>	
<b>Personal</b>	<ul style="list-style-type: none"> <li>comfortable working in two worshipping communities</li> <li>A baptised member of a church</li> <li>A self motivated team player, able to inspire others</li> <li>Flexible and innovative, adapting to change</li> </ul>	

## *Working Together in Partnership*

St Nicolas Parish Church and Guildford United Reformed Church (GURC) are near neighbours in the centre of Guildford. Over the years both churches have grown in their relationship together to the point where we have shared Children and Families Workers, Messy Church congregations and Holiday Club. Together we share in the care and support of a thriving Scouting Group and join in worship and study groups together. The ministers of both churches enjoy excellent relationships together and the collaboration between the two churches is a delight and something that both are committed to extending and deepening in the coming years.



Guildford United Reformed Church is an open and inclusive church and plays a full and active part in the Wessex Synod of the URC.

St Nicolas Church is the Parish Church in the Anglo-Catholic tradition serving the local parish and collaborating with neighbour Parish churches in the town centre group and beyond as the diocese considers new ways of ministering in the wider Guildford diocese.

## Introducing.... Guildford United Reformed Church

Guildford United Reformed Church is an open and inclusive Christian community

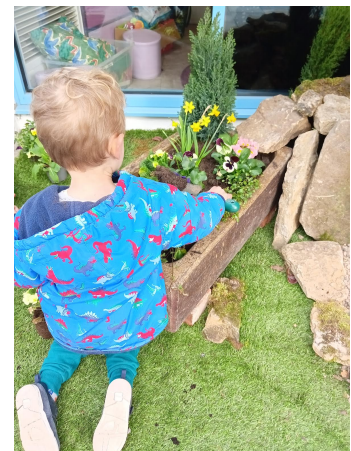
- Where we extend a warm and unconditional welcome
- Where we expect to be challenged in encountering God and each other
- Where we nurture a non-judgmental, progressive environment for exploring faith
- Where by the power of love we resist all that divides
- Where we share generously the goodness we have received



Guildford URC occupies a large modern building adjacent to Guildford town centre, in the parish of St Nicolas near to both St Nicolas Church and St Nicolas CofE Infant School. The church is an increasingly active hub for the local community with a Contact Centre, Open Table community, Sunflower Café for those experiencing dementia and their carers, lunch club, Child's Play pre-school and a wide range of community groups. In addition to the shared Children and Families Worker the church currently employs a full-time caretaker who supervises the use of the building, a part-time Community Worker, a Minister and Director of Music. These together make the staff team who meet weekly to share plans, ideas and support one another. The Elders of Guildford

URC have a leadership role in giving direction to the church and serve as trustees. Many of the activities of the church are run and facilitated by volunteers.

As the church mission statement makes clear we are an “open and inclusive Christian community” which makes us a progressive and liberal minded church. This is clearly seen in our approach to the Bible, the inclusion of all people and the decision to register for same-sex marriage. As a church we are committed to developing this open and inclusive agenda and our deepening engagement with the community. The church is currently exploring wider uses of its building, furthering community engagement and creating lighter self-sustaining administration. Although worship happens throughout the week and in different ways, we worship together on Sundays at 10.30 and hold a monthly Café Church at 16.00 on the last Sunday. There are many children and families who engage with the URC in different ways e.g. toddler groups, Messy Church, Scouting Group. As a church we are keen to develop and deepen this engagement throughout the week so that together St Nicolas and Guildford URC – through this appointment – seek to grow disciples and participation in the life of our two churches. The URC building provides an excellent venue for groups throughout the week and the building's many rooms are used extensively. We are delighted to provide space for the Bangladesh Community Group who worship and pray in our building every day; numerous twelve step groups, GURCKins toddler group, Cubs and Beavers etc. As a church fellowship we appreciate our close working relationship with St Nicolas Parish Church and the opportunities to collaborate together in Messy Church, Holiday Club and St Nicolas Infant School to identify a few. We are committed to growing our relationship together and open to innovation, creativity and possibility as we seek together to discern where God is leading for our future together.



*Introducing....*

## *Guildford St Nicolas Parish Church & CofE Infants School*

St Nicolas is a mission-focused Parish Church enriched by its Anglo-Catholic spirituality. St Nicolas is the Parish Church and ministers to all within the parish boundary. We are blessed to have established a CofE Infants School under our patronage and to which the Rector is an ex-officio Governor. The Rector is a central figure in governance and is in school many times a week.



The Church is therefore on two sites: the worship centre and the school site - they are two sides of the same coin with a common mission to worship God and serve our neighbour. The Head Teacher, appointed by the Governors, is appointed to uphold and support this relationship which is integral to their identity as a Church of England School.



We rejoice in our Catholic style of worship and our liberal and inclusive theology of radical welcome. St Nicolas is known as perhaps the Anglo-Catholic parish church of the diocese and is keen to ensure that this identity is an opportunity for mission and outreach for those across the parish and beyond who may be seeking to worship the Lord in the beauty of holiness in liturgical worship, in Word and Sacrament. We have re-established our Choral Foundation in the form of our paid choir and professional Director of Music and this reflects our approach to the centrality of

offering God only the best that we can. Alongside this provision of carefully crafted liturgy is an open approach to the study of scripture and how God's word informs our theology and ethics and with my appointment as Rector in September 2022, the intentional focus on ministry to children and mission. The Rector is a mission priest and this sense of calling to this place is in response to the direction as articulated in the Parish Profile. We are minded therefore, to appoint a colleague who, together with GURC, will work with us to focus on intentional growth in all areas (our definition of mission) and focus our attention on the work we must do as partners in the Gospel to attend to the families and children in our parish. We want to build on Messy Church our joint Cubs and Scouts troop and Holiday club - all of which we share with GURC. This, together with Junior Church (Sundays) and Cafe Play which we do at St Nicolas is a good start, but ..... what have we missed and what could we do next and better?

Our community is apparently wealthy, educated and 'middle class' but this is not the whole story.

The parish itself is largely rural with pockets of non-engagement in church and real financial need. The Parish church sits at the centre of town, but the parish itself is found stretching from the river out towards Compton and Shalford, two idyllic Surrey villages.

Working together with GURC is more than an accident of history! The first Congregational minister of Guildford was in fact the deprived Rector of Guildford St Nicolas and so it rejoices the heart to know that these two worshipping communities from two worship centres are actively seeking means to work collaboratively without diluting the distinguishing gifts of the other. The close working relationship between the Rector and Minister follows from our predecessors who were also close colleagues and in this we believe that God is blessing the



ministry and work we have continued to seek to offer our neighbours. God is good. This key appointment therefore is not simply a convenient and cost efficient means to cover what has been discerned as a gap in our provision, but an intentional investment in the future which God may have in store for us as we consider to discern what it is means to be one, holy, catholic and apostolic church. Your appointment will be a matter of rejoicing as we consider how we may grow in holiness and serve and grow God's kingdom in this corner of the diocese. Both St Nicolas and Guildford URC are encouraged at this new and exciting opportunity to appoint a Mission Enabler for Families and Children building on and taking our ministry and mission in new directions. We are grateful for your interest in the post and if you choose to apply we assure you of our prayers.

The Reverend Neil Roberts MA DTh AKC  
Rector

The Reverend Wayne Hawkins BA  
URC Minister