

## JOB DESCRIPTION

### Diocesan Objectives

*Canterbury Diocese is committed to 3 key overriding objectives of*

- *Growing the Church, numerically and spiritually*
- *Re-imagining ministry for lay and ordained*
- *Building partnerships that enrich communities*

*The diocesan structure is built around frameworks which focus on these key objectives and our strategic priorities are set for this purpose. Through our structural frameworks our vision and purpose for our diocesan officers is to offer support, advice and exceptional service to all those who work and worship in the parishes and Deaneries of the Diocese enabling them to serve God through their witness to the good news of Jesus Christ*

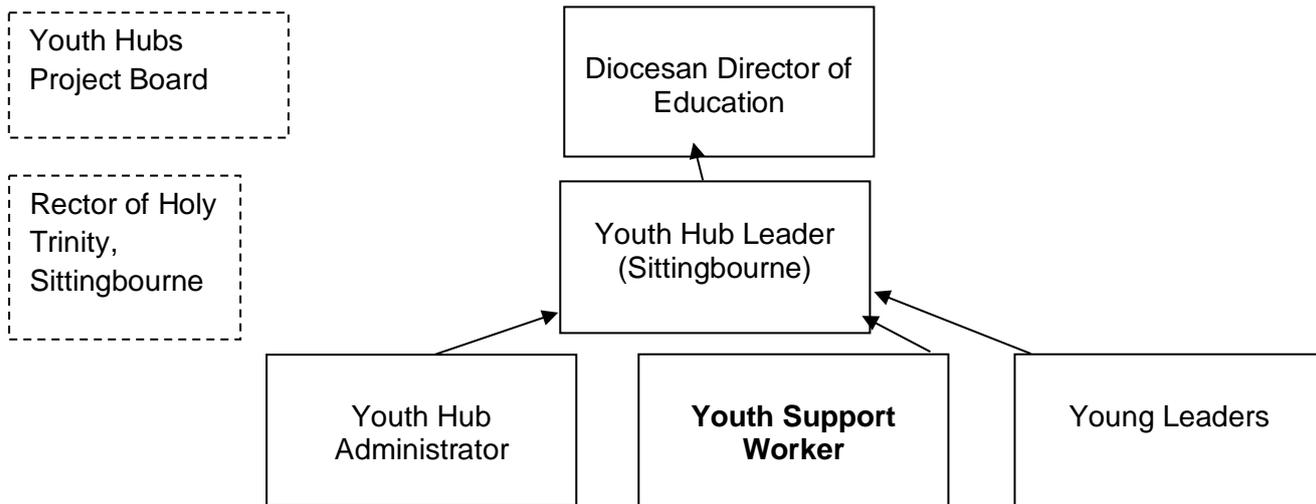
<b>Name</b>	
<b>Job Title</b>	<b>Youth Support Worker</b>
<b>Hours &amp; Grade</b>	<b>Full Time 35 hours per week Grade 6 £25, 264 per annum</b>
<b>Location</b>	<b>Youth Hub, Sittingbourne</b>
<b>Contract</b>	<b>1 year fixed term contract May be extended depending on external funding</b>
<b>Reports to</b>	<b>Youth Hub Leader</b>

### Job Summary

A Youth Hub pilot project is being set up in Sittingbourne, Kent, overseen and supported by the Diocese of Canterbury. A mothballed church is being turned into a Youth Hub for young people of secondary school age. The team will work from the Youth Hub but also go out into the community, rural areas and schools. The aims are to promote the Christian faith, provide discipleship and young leader opportunities also to support young people of all backgrounds in their everyday life. The Youth Hub will be open some evenings, weekends and school holidays, with a varied programme of events, which the Coordinator of Youth Support will plan and deliver as part of a team.

**Job Location** Youth Hub, St Marys Church, Park Road, Sittingbourne, Kent, ME10 1DZ

## Structure Chart



## Main Duties

- To participate in the ministry with Young people outlined in the Youth Hub vision
- To provide opportunities for young people to say yes to Jesus and walk alongside them to nurture and disciple them in their journey of being a Christian.
- To develop and maintain positive and supportive relationships with young people and encourage them to play an active role in the Youth Hub.
- To work with local year 6 pupils and secondary school age in schools; planning and providing workshops and sessions and promoting the Youth Hub.
- To lead groups, teaching, inspiring and helping young people develop their faith and relationship with Jesus.
- To assist in the running and delivery of discipleship and Young Leader Courses.
- To assist in the planning and implementation of large events, including worship concerts, conferences and themed days.
- To work with unchurched young people, drawing alongside them, building relationships and trust and imparting a sense of belonging.
- To listen to young people, being able to recognise issues they are facing and to provide support or assist the young person in accessing support services.
- To support the development of outreach and detached provision of the organisation, as well as the creation of external projects and activities.
- To plan and work in the community at times; being the face of the Youth Hub.
- To assist in the setting up of rural projects and the overseeing of them. Encouraging and promoting Christian young people to take part in mission opportunities in these rural projects.

- To be part of planning, organising and running of annual youth residentials.

### Person Specification

*We encourage you to apply even if you do not have all the specifications below.*

<p><b>Qualifications/Education required</b></p>	<ul style="list-style-type: none"> <li>• A youth qualification is desirable but not essential.</li> <li>• Ability to use Microsoft Office I.T packages to develop projects with young people.</li> </ul>
<p><b>Knowledge &amp; Skills required</b></p>	<ul style="list-style-type: none"> <li>• Ability to work with individuals and groups of young people in order to identify personal progression and solutions to problems.</li> <li>• Good communications skills, verbal and written and experience of consulting with young people.</li> <li>• Ability to work independently as well as being part of a team of workers.</li> </ul>
<p><b>Experience required</b></p>	<ul style="list-style-type: none"> <li>• Extensive experience of working with young people.</li> <li>• Experience of planning and delivering activities, projects and individual interventions on issues relating to young people's spiritual, health and wellbeing needs.</li> <li>• Experience working with young people in schools is desirable.</li> <li>• Proven experience of working as part of a team, as well as using own initiative to deliver a structured programme of activities.</li> <li>• Experience of working as a team to plan Health and Well Being sessions and to participate in the delivery of health sessions.</li> <li>• Proven experience of providing one to one support with young people.</li> </ul>

<b>Aptitudes &amp; personal qualities required</b>	<ul style="list-style-type: none"> <li>• Be prayerful and sensitive on the leading of the Holy Spirit.</li> <li>• Provide a caring, safe and supporting environment.</li> <li>• Good sense of humour</li> <li>• Self-aware</li> <li>• Clear attitude that sees young people as equal members of the community</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Weekend and evening working is required;</li> <li>• Subject to safer recruitment, including an Enhanced DBS check.</li> </ul>
<b>Genuine Occupational Requirement</b>	<ul style="list-style-type: none"> <li>• There is a requirement that the post holder be a Christian as you will be advocating the values of the Church of England and creating disciples and nurturing new young Christians of secondary school age</li> </ul>

<b>Agreed by job holder</b>	
<b>Date</b>	
<b>Authorised by</b>	
<b>Date</b>	
<b>Review date</b>	

### ***Diversity***

We understand the benefits of employing individuals from a range of backgrounds, with diverse cultures and talents. We aim to create a workforce that:

- values difference in others and respects the dignity and worth of each individual
- reflects the diversity of the nation that the Church of England exists to serve
- fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential.

We are committed to being an equal opportunities employer and ensuring that all employees, job applicants, those we serve and other persons with whom we help and support are treated fairly and are not subjected to discrimination. We want to ensure that we not only observe the relevant legislation but also do whatever is necessary to provide genuine equality of opportunity. We expect all of our employees to be treated and to treat others with respect. Our aim is to provide a working environment free from harassment, intimidation, or discrimination in any form which may affect the dignity of the individual.

### ***Standards of Behaviour and Conduct***



Staff are expected to act at all times with due consideration for others and in a manner befitting their position as employees of the Church and as professionals, whatever their job.

**If required by the post, the Post holder must have an up to date Disclosure and Barring Service (DBS) clearance.**

**The Post holder must act in compliance with data protection principles and GDPR in respecting the privacy of personal information held by Diocesan House and the Diocese.**

**The Post holder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Diocesan House records and information.**

**The Post holder must carry out their duties with full regard to the Diocesan Employee Handbook, including Equal Opportunities and Health & Safety.**

*The main duties and responsibilities of your post are outlined in this job description. This list is not exhaustive and is intended to reflect your main tasks and areas of work. Changes may occur over time and you will be expected to agree any reasonable changes to your job description that are commensurate with your salary and in line with the general nature of your post. You will be consulted about any changes to your job description before these are implemented.*