

About the Church and the role

We are a welcoming and hospitable church. As the only place of worship in the village, we seek to be outward focused and engaged with our wider community. You will support a small, ministry team working in a context where we are actively seeking to grow. Our ministry to young people and families will be an integral part of this. This is an exciting development for our church and has met with enthusiasm in our village as families emerge from the isolation experienced during lockdown.

You will provide a key bridge between our church and our community, working alongside volunteers from both the church and the families we serve. You will be passionate and have a sense of calling in working with children and their carers, enjoy planning and thinking, relish the independence and possibilities of this role and have experience of an Early Years setting. You will have a Christian faith. We expect the successful candidate to have knowledge of safeguarding, health and safety and be confident using IT. Your excellent people skills will include working with and managing volunteers.

Hours include administration, planning and set up time. The church is open to the possibility that time given to work with families outside Monday mornings could be extended in future. Once appointed you will lead the setting up of the group, including recruiting families. We have already had many expressions of interest.

Whilst we anticipate that the person will be employed by the church for this role, we are happy to discuss the role as a self-employed service.

The Service to be provided

Role	Toddler Group Leader / Children and Families Worker
Reporting to:	St Peter and St Paul, Shoreham PCC
Overseen by	The Vicar
Responsibilities:	To set up and lead a carer, toddler and baby group that meets weekly and to build links with families that attend, encouraging their involvement in other church activities

What you will need to do:

- Establish a vibrant, creative, happy, safe parent/carer, toddler and baby group
- Recruit families by word of mouth and social media
- Procure and maintain suitable toys / storage
- Demonstrate the love of God within your relationships with adults and children
- Encourage links between the families attending the group and other activities carried out by the Church; this includes attendance once a month at an all-age service or other church event, as agreed with the Vicar
- Create opportunities for the children to explore their God-given spiritual nature
- Promote and ensure the wellbeing and safeguarding of all children
- Engage carers in sharing the responsibilities of the group

Plan and organize stimulating activities that include Bible stories, songs and the celebration of key Christian festivals and other events

Work with others to create documentation, policies and systems for this group and implement and review these as needed.

Ensure the health and safety of all who attend, including the parents and carers, who will be responsible for the children at all times

Report as needed to the Vicar and PCC

What you will need to have:

A living Christian faith, the ability to share this naturally and the discretion to know when it is appropriate to share

A passion for seeing young children grow and develop

The ability to communicate well with adults and children

IT competence for simple accounts and administration

An ability to engage and lead a team of volunteers

Great organisational and problem-solving skills

An ability to work independently and on your own initiative

An ability to be a reflective practitioner with a willingness to learn

Patience, enthusiasm, empathy, determination, flexibility, a sense of responsibility and, of course, a sense of fun!

Commitment to Safeguarding:

The church is committed to safeguarding and promoting the welfare of children and expects that everyone will follow the church safeguarding policy. In particular, the church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with their supervisor or safeguarding officer. This role requires an enhanced DBS check. Applicants will also need to complete a Self-Declaration form as part of our Safer Recruitment process.

Occupational Requirement:

It is considered that there is an Occupational Requirement for the postholder to be a communicant member of the Church of England, or of a Church in communion therewith or a member of a church which is a member of the Council of Churches for Britain and Ireland or of Churches Together in England, or of a member Church of the Evangelical Alliance.