

Youth Worker Job Description

February 2024

Job Title: Youth Worker

Job Purpose: Lead the development of the vision for and practical execution of the Youth Ministry of City Church

Accountable to: Line Manager, and the Elders and Trustees of City Church

Primary working relationships: Youth Team, Church Staff, Elders

Core Responsibilities:

To include

- Leading the development of vision/strategy/execution process for the Youth Ministry
- Leading the administration of the ministry
- Overseeing the pastoral care of the youth
- Liaising with parents.
- Leading the mentoring programme for youth in Yrs 10-12
- Ensuring all Youth Ministry activities follow City Church policies (safeguarding, H&S, etc.)
- Recruiting, developing, and managing volunteers to run weekly sessions for youth (currently Yrs 10-12 on Monday evenings and Yrs 7-9 during one Sunday service) during school terms.
- Meeting regularly with teams to impart vision, train, support and encourage.
- Ensuring all team members are appropriately trained and implement City Church policies (safeguarding, H&S, etc.)
- (At least annually, and with all stakeholders) Planning group age-ranges, room allocations, and budgets
- Planning age-appropriate curricula (with input from Elders)
- Leading the process of developing programme, session plans and content
- Attending most youth activities
- Overseeing and organising external events, including Youth Weekends Away, Sleepovers, Socials, Youth Leaders Conferences/Retreats, and being the NewDay Group Coordinator
- Supporting wider church leadership initiatives

Hours of Work:

Nominally working 30 hours per week over 4 days, including one 3 hr session on Sunday and one 3 hr session on a weekday evening, ie 80% Full Time.

However the demands of this role lead to flexible working being expected, with a distinct variation between school term time and holidays, and with the expectation that preparation, full participation in, and clear-up from the NewDay festival is concentrated in 3 weeks during July/August.

Annual Leave:

The standard City Church annual paid leave allowance is 6.6 weeks including Bank Holidays. For those with Sunday as a normal working day, a maximum of 8 Sundays may be taken as leave in one year without the prior agreement of the Line Manager.

Remuneration:

The starting salary (reviewed annually in April) for this 80%FT position is £18,400-£24,200. City Church also offers an Employer's Pension Contribution into an approved pension scheme totalling 7% of gross salary.

How this position fits into the organization

City Church Cambridge has a thriving and growing youth work. The large children's work is likely to ensure that this keeps growing in the years to come and we also pray for God to bring new young people from outside the church (through whole families or friends of youth). Leading the Youth Team is at the point where it cannot be done effectively and safely as a single voluntary position or shared between volunteers. Therefore, resourcing youth work with a staff position is vital to ensure the continued running and flourishing of this ministry.

This post has been identified as one which has an Occupational Requirement to be filled by a Christian under the provisions of the Equality Act 2010 Schedule 9 Part 1 section 3.

Skills

This person will be able to:

- Represent the values of the gospel and the church
- Lead and manage a team of other youth leaders
- Engagingly communicate with young people (and their parents)
- Teach of Biblical truths and values effectively, particularly to groups of young people
- Demonstrate pastoral skill and wisdom
- Be well organised and work effectively with the church office staff

Personal characteristics

- Committed Christian with a confident personal faith.
- Either currently (or prepared to become) a church member of City Church
- Emotional intelligent and resilient – with a can-do attitude and able to cope under pressure
- Approachable, personable, patient, appropriately humble.
- Flexibility to work during evenings and weekends

Start Date:

In order to have a preparation period ahead of this year's NewDay festival, this contract will preferably start by 1st July 2024.