



# Information Pack for the role of Children and Family Leader

**Published:** June 2021

**Application Deadline:** Sunday 22<sup>nd</sup> August 2021 (5pm)

**Interviews:** Saturday 18<sup>th</sup> September 2021

**Starting Date:** To be agreed with the successful candidate but no later than Monday 10<sup>th</sup> January 2022

*Whilst this Information Pack is prepared for a qualified and experienced worker, we are also open to receiving applications from those who are registered with CYM and are looking for a practice agency placement. Contact us for more information and the appropriate documentation.*

*For more information please visit our website ([www.oadbybaptist.church](http://www.oadbybaptist.church)) or for an informal conversation contact Revd. Tom Cox*

*Email: [tom.cox@oadbybaptist.church](mailto:tom.cox@oadbybaptist.church)*

*Phone: 07883573593*

*The application form is available as a separate document.*





**JOB TITLE:** Children and Family Leader  
**JOB LOCATION:** Oadby Baptist Church (OBC)

**CHURCH VISION:** We believe in a God who wants to transform his people so that his people can transform the lives of others. [BEING TRANSFORMED – SEEKING TRANSFORMATION].

**BACKGROUND:** Oadby Baptist Church is a thriving Baptist Church in the growing and diverse town of Oadby, 4 miles outside of Leicester City Centre. We can trace our history all the way back to 1795, but we've been on our current site since 1898. We have a membership of around 110 and we welcome up to 130 people on a Sunday Morning for our 10.30am Service.

**OUR CURRENT CHILDREN'S WORK:** We currently have a number of established children's work ministries and activities, including both the Boys' and Girls' Brigades, between which we see up to 70 children and young people each week. We also run a weekly toddler group, Bulrushes, which welcomes up to 25 families each week (with up to 100 on our register). We run a Sunday morning group for 5-11s called Children's Church, as well a bi-monthly Messy Church. Whilst we anticipate that some of these ministries will continue, we are willing and open to the successful candidate bringing in fresh ideas that inspire us to reconsider how best to fulfil our vision for this work and improve our outreach among children and families.

**THE ROLE:** We're looking for an experienced children and family leader to join us at OBC for an initial 3-year period to help us fulfil our vision for children and family work and to lead us on in our ministry to children (0-11 year olds) and their families, both within and outside of the Church family, recognising the importance of the past whilst also challenging us on how best to prepare for the future. *For full details of the role, please see the Job Description and Personal Specification.*

**TO APPLY:** If you sense God might be calling you to fulfil this role here at OBC then why not take a look at our *Job Description* and *Personal Specification* and prayerfully consider whether you wish to apply? If you do, you can complete our *Application Form* and return it to Revd. Tom Cox at [tom.cox@oadbybaptist.church](mailto:tom.cox@oadbybaptist.church).

### THE DETAILS:

- ❖ This role is minimum part-time (20 hours) but may be increased all the way up to full-time (40 hours). Flexible working days can be negotiated, with a minimum of one full day off per week. You will be required to work on Sundays.
- ❖ We're offering a starting salary of £19,760 per year (pro-rata) plus pension contributions, NI payments, and out-of-pocket expenses as appropriate.
- ❖ The post-holder will be entitled to 25 weekdays plus 6 Sundays of paid Annual Leave (pro-rata), in addition to Bank Holidays.
- ❖ It is expected that the post-holder will work primarily from OBC. Office space and all necessary equipment and materials will be provided.
- ❖ Applicants are required to be practising Christians and must agree to the Baptist Union's Declaration of Principle.
- ❖ The start date for this role will be discussed and agreed with the successful candidate but shall be no later than 10<sup>th</sup> January 2022.
- ❖ The post-holder will be subject to a 6-month probationary period.





<b>JOB TITLE:</b>	Children & Family Leader
<b>JOB LOCATION:</b>	Oadby Baptist Church (OBC)
<b>RESPONSIBLE TO:</b>	The Minister of OBC
<b>RESPONSIBLE FOR:</b>	All children's and families-related activities of the church
<b>HOURS:</b>	Between 20 and 40 hours per week (inc. evening and weekend work)

**CHURCH VISION:** We believe in a God who wants to transform his people so that his people can transform the lives of others. [BEING TRANSFORMED – SEEKING TRANSFORMATION].

**VISION FOR CHILDREN AND FAMILY WORK:** For OBC to embrace the vision to become a truly inter-generational and family-friendly church with a positive reputation in the wider community as a place where both churched and unchurched children and families will find a welcome that offers safety, support and compassion, whilst nurturing faith and inspiring discipleship across all ages.

**MAIN AIMS OF THE ROLE:** We believe the vision above can be outworked under the following principles:

- ❖ **Worship** – To inspire and enable the whole family to fully participate in the life of the Church, and to encourage all members of OBC to value and support our children's and families work through practical assistance and prayer.
- ❖ **Discipleship** – To disciple and mentor young families in the Church, enabling them to grow in faith and equipping them to share the Gospel among their own friends and family.
- ❖ **Mission** – To equip OBC to reach out effectively to un-churched children and families, teaching the Good News of Jesus in culturally relevant ways.
- ❖ **Pastoral** – To engage with and encourage individual children, and their families, to offer pastoral and spiritual support in all circumstances of life, with the support of existing pastoral structures.
- ❖ **Leadership** – To lead and develop a team of volunteers, who will assist with activities and help in the mentoring and discipleship of children and their families.

**MAIN DUTIES AND RESPONSIBILITIES:** To oversee, lead and develop all children's and families activities within and related to the mission and ministry of Oadby Baptist Church, with a specific and strategic responsibility for the teaching, discipleship and pastoral care of children (ages 0-11), and their families, in order to develop and nurture their faith in Jesus Christ, and inspiring the whole church to fulfil our vision for Children and Family Work at OBC.



**The expected duties and responsibilities outlined below are the minimum expected within a part-time role. In recognition of the increase in working hours between part-time and full-time, greater expectations will be placed upon those who enter into a 0.6 – 1.0 (full-time) role, which will be open to negotiation with the successful candidate based on skills, experiences and passions.**

### **EXPECTED DUTIES AND RESPONSIBILITIES:**

*(These are elements of the job description that will be necessary for you to do)*

- ◆ To nurture and develop your own spiritual life and relationship with God.
- ◆ To be a role model for Christian discipleship and leadership.
- ◆ To engage with children and their families both inside and outside of the church in order to develop relationships and share your faith with them.
- ◆ To oversee, lead and develop all ministry to 0-11-year olds and their families, including working in partnership with existing ministries, including the Boys' and Girls' Brigades.
- ◆ To actively participate in the life of the church on Sunday mornings, including involvement in All-Age Services, All-Age Talks, and leadership of our 0-11s work.
- ◆ To oversee and lead our mission within the local community, including building relationships with the local primary schools and families within the wider community.
- ◆ To participate in the appropriate leadership structures of the church.

### **ENCOURAGED DUTIES AND RESPONSIBILITIES:**

*(These are elements of the job description we ideally would like you to do)*

- ◆ To attend conferences and training events that will contribute to your own personal and professional development.
- ◆ To promote the communication of our Children's and Families work with the wider church, inspiring others to participate and support you in our mission and ministry to children and families.
- ◆ To provide opportunities for the children to develop their faith away from OBC as appropriate such as camps and events.
- ◆ To work alongside our Youth Leader to assist in the transition of our children from primary school to secondary school, and between age-specific ministries within the church.

### **POTENTIAL DUTIES AND RESPONSIBILITIES:**

*(These are elements of the job description you would have opportunities to do if you wish to)*

- ◆ To oversee and develop our mission and evangelism work in the community.
- ◆ To share in the leadership and development of our pastoral work within the church community.
- ◆ To assist the church community in understanding the importance of, and challenges associated with, mission and ministry in a multi-cultural context.
- ◆ To develop your own gifts in areas such as preaching, leading worship, all-age work, community outreach and evangelism, leadership and discipleship.

*There is an Occupational Requirement (OR) for the post-holder to be a practising Christian and to be in agreement with the Baptist Union's Declaration of Principle under Schedule 9 of the Equality Act 2010.*

*This appointment will be subject to the successful applicant demonstrating their right to work in the UK and undergoing an Enhanced Disclose and Barring Service (DBS) Check.*



**JOB TITLE:** Children and Family Leader  
**JOB LOCATION:** Oadby Baptist Church (OBC)

In order to fulfil the duties and responsibilities of this role outlined in the Job Description, we are looking to appoint an individual who meets the following specification.

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>❖ Minimum of five GCSE's at Level 4 (Grade C) including English &amp; Maths.</li> </ul>	<ul style="list-style-type: none"> <li>❖ A Theological and / or Children's Work qualification at degree level or equivalent.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>❖ Experience in children's &amp; families work in a Christian context or other relevant previous life experience.</li> <li>❖ Experience in leading &amp; managing volunteers.</li> <li>❖ Experience in adhering to Safeguarding policies.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Experience of developing children's work in a Church context.</li> <li>❖ Experience of children's and families work in a multi-cultural and multi-generational context.</li> <li>❖ Experience working with those with special or complex needs.</li> <li>❖ Experience of working and / or worshipping in a Baptist context.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>❖ Ability to work with, minister to and pastorally support 0-11 year olds and their families.</li> <li>❖ Ability to lead, manage &amp; inspire volunteers.</li> <li>❖ Ability to demonstrate initiative and to work alone with little supervision.</li> <li>❖ Must be computer literate.</li> <li>❖ Must be a good communicator and have good presentation skills.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Hold a valid Driving Licence.</li> <li>❖ Ability to demonstrate creativity and innovation.</li> <li>❖ Ability to work in collaboration with other church &amp; community workers.</li> <li>❖ Ability to engage with those over 11 to provide support during periods of transition.</li> <li>❖ Confident using Office 365.</li> <li>❖ Good knowledge of Social Media.</li> </ul>
<b>Personal</b>	<ul style="list-style-type: none"> <li>❖ Must have an active and personal faith in Jesus Christ.</li> <li>❖ Must be sympathetic to Baptist Theology and in agreement with the Baptist Union's Declaration of Principle.</li> <li>❖ Must have a passion to see children and young families grow in their faith.</li> </ul>	<ul style="list-style-type: none"> <li>❖ Willingness to live in Oadby or the surrounding area in order to become part of the local community.</li> <li>❖ An understanding of Baptist Theology and Tradition.</li> <li>❖ Willingness to work flexible hours.</li> </ul>

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