

JOB DESCRIPTION

Job Title:	Children & Families Worker (part-time)
Lay Employee in the	Brownhills & Willenhall Circuit
Location:	Various across Circuit
Responsible to:	The Lay Employee will be employed by the Brownhills & Willenhall Circuit and will be under the supervision of the management group (chaired by the Superintendent Minister)
Purpose and Objectives:	As part of the Circuit ministry team, to focus on our ministry to children, young people and families. To support the Circuit in its children and families work, and develop initiatives to grow relationships with God for this age range.

Main Responsibilities

- Support church-run children and family groups in the Circuit churches (e.g. toddler groups)
- Support the current Outreach Initiatives running across the Circuit. This may include Messy Church, Open the Book, Experience Church events.
- Work with colleagues to maintain and build links with uniformed and other organisations hosted by Circuit churches.
- Attend meetings of the Circuit ministry team. (Other meetings only to be attended when specially requested).
- Keep adequate records of contacts and of work undertaken.
- Plan and develop new outreach initiatives as appropriate.
- Appraise and review initiatives set up and activities undertaken, and change where necessary with the agreement of the ministry team/management group.
- Be up to date and compliant with safeguarding requirements of the Methodist church.
- Any other duties and responsibilities, identified by colleagues in the ministry team as are within your capabilities and level of responsibility, in order to meet the needs of the church.

Last Date Modified: 7th Nov 2018