



## Diocesan Growing Younger Project Support Part Time

### Job Description

The Diocese is seeking to appoint a Diocesan Growing Younger Project Support to assist in implementing and integrating the Growing Younger priority of the Diocesan vision and strategy for 0 - 11 year-olds and their families, through enabling and supporting parishes and fresh expression of church to grow.

You will be joining us at a time of significant investment in our priority to Grow Younger as part of Growing in God our Diocesan Vision to grow in Number, Depth, Influence and Younger.

You will be part of the Mission and Ministry Team that seeks to support the making of new disciples of all ages in both parish churches and fresh expressions of church.

### PURPOSE

To assist the Growing Younger Enabler through enabling and supporting parishes and fresh expression of church to engage with and grow its ministry with children and young people.

### REPORTING TO

The Growing Younger Enabler

### KEY CONNECTIONS

- Mission and Ministry team colleagues.
- Chaplains working within schools.
- Children's and Family Minister/volunteers at the Cathedral.
- Other colleagues in the organisation such as the Schools' Advisor in the Diocesan Board of Education (DBE) team, the Inspiring Ipswich Pioneer Developer (Children and Families), and the associate Leader of the Lightwave Community (Fresh Expressions).
- National colleagues such as the National Children and Youth Advisor, similarly regional colleagues; and
- Local groups whose work relates to children and family ministry, youth and Chaplaincy.
- Parish priests and volunteers within the Diocese.

## KEY TASKS

1. Work within the growing younger team enabling them to meet the Growing in God vision of the Diocesan.
2. To provide administrative, development and creative support for the work of the Growing Younger Enabler including resourcing Insight.
3. Work with relevant local and national partners to support parish churches & Fresh Expressions to engage in quality children and family's ministries, and chaplaincy with a keen eye to Early years provision.
4. Act as a Diocesan Champion (0–11-year-olds) for the implementation of recommendations arising from the *Growing Faith* report.
5. Actively encourage the growth of and excellence in our mission with 0-11's across the Diocese.
6. To resource new areas and support existing discipleship pathways including baptism preparation, starting right, moving on and nurturing faith resources.
7. To develop and deliver training in good practice, core skills, discipleship, mission, and spiritual formation for clergy, lay ministers, workers and volunteers at residential and within their contexts.
8. To support clergy and local ministry teams in developing mission with 0-11's both within parishes and across deaneries.
9. Resource the licensed lay ministry of Children's and families' workers.
10. Over time, assist in creating children's/youth/student councils or equivalent so the voice of children can be heard at every level within diocesan structures.
11. To work with the Mission and Ministry team in its discernment, support, and evaluation of resourcing our parishes to engage in the Growing in God vision.
12. When working with children and young people in educational or youth club settings etc adhere to the policies and procedures of the setting, including safeguarding, health and safety, code of conduct etc.
13. Work with integrity and within the appropriate professional boundaries, particularly when working directly with children and young people.
14. Any other one-off projects from time to time.

## PERSON SPECIFICATION

**Note:** In accordance with the equality act 2010 it is an occupational requirement that the post holder is a practicing Christian as the post holder will be required to represent the Christian religion in relation to the mission of the project.

ESSENTIAL	DESIRABLE
<b>Qualifications/Knowledge</b>	
<ul style="list-style-type: none"> <li>• Good general level of education</li> <li>• Knowledge of child development theory.</li> <li>• Experience of growing ministry with 0-11's and families, both with those already engaged with church communities and those currently outside the life of the church.</li> <li>• Theologically literate and familiar with theories of faith development including baptism, intergenerational ministry and child advocacy.</li> <li>• A broad understanding of the breadth of 0-11's ministry across the traditions in the Church of England including Fresh Expressions of Church.</li> <li>• Developing and delivering training and learning opportunities with adults.</li> <li>• Safeguarding qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Teaching or Children's Work/Youth/Chaplaincy qualification.</li> <li>• Theological qualification</li> <li>• Mentoring or Coaching qualification</li> </ul>
<b>Experience</b>	
<ul style="list-style-type: none"> <li>• Experienced in growing children and family's/youth/student ministry in number and depth, both with those already engaged with church communities and those currently outside the life of the church.</li> <li>• Experience of engagement with schools ideally both church and community especially regarding growing spiritually and creating opportunities to develop discipleship pathways.</li> <li>• Experience of developing, adapting and deliver appropriate training material.</li> <li>• Working knowledge of Microsoft Office including Word, Excel, PowerPoint, Outlook.</li> <li>• Experience of evaluation of initiatives' outcomes and impact.</li> <li>• Experience of working with volunteers</li> </ul>	<ul style="list-style-type: none"> <li>• Familiarity with Pioneer Ministry within the Church of England</li> <li>• Engagement with colleges and universities regarding growing spiritually and creating opportunities to develop discipleship pathways.</li> </ul>

<ul style="list-style-type: none"> <li>• Experience of putting safeguarding measures into practise.</li> </ul>	
<b>Skills and Abilities / Aptitudes</b>	
<ul style="list-style-type: none"> <li>• Ability to lead and work collaboratively and in partnership with others.</li> <li>• Team building skills</li> <li>• Written and spoken communication skills.</li> <li>• A commitment to continuing professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable ability to be part of and contribute to a wider team as part of a large national institution and to work alongside colleagues with different specialisms.</li> </ul>
<b>Work-Related Personal Qualities</b>	
<ul style="list-style-type: none"> <li>• Regular worshipper in a member of Churches Together in England. (This post carries an occupational requirement to be a practising Christian as the post holder will be required to represent the Christian religion in education and mission of the church.)</li> <li>• Willingness to travel across the diocese to engage with parishes and other stakeholders.</li> <li>• Willingness to work flexibly at weekends and evenings as needed</li> <li>• Committed to DBF work values (Respect, Transparency, Quality and Well-being).</li> <li>• An amiable personality and a good sense of humour!</li> </ul>	

## GENERAL INFORMATION

### About Us

The Diocese of St Edmundsbury & Ipswich has 445 parishes in 129 benefices and serves approximately 660,000 people living in a geographical area of more than 1,400 square miles.

The Diocesan Board of Finance (DBF) serves and supports our parishes and schools offering the people of Suffolk the opportunity to encounter God and grow in Christian faith. We strive to do this in providing service and support in line with our values of Respect, Transparency, Quality and Well-being.

Salary	
Term	Permanent
Pension provision	If eligible, Membership of the Church of England Pension Builder 2014 Scheme following completion of probation period.
Hours of work	28-35 hours per week some flexible working is required e.g. working some evenings and weekends. TOIL (time off in lieu) is applicable for evening and weekend working to be agreed with line manager.
Holidays	25 days pro-rata paid leave in addition to the usual public holidays plus Discretionary days (at Easter and Christmas)
Probation Period	Six months during which time progress is regularly reviewed and the period may be extended.
Notice period	During probation 2 weeks and thereafter 1 month.
Place of work	The postholder will be based at the Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ and required to travel throughout the diocese on occasion and attend a wide range of meetings.
Other	The appointment is subject to an enhanced DBS check  Use of own personal transport and insurance for business use. Expenses for mileage will be met by the diocese.

NOTES: The current main duties and responsibilities of this post are outlined in the job description. The list is not meant to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out other related duties that are within the employees' skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

#### **For an informal conversation please contact:**

Sharron Coburn, Director of Mission and Ministry. (01473) 298521 or 07483006385.

**Application packs available from:** Diocese of St Edmundsbury & Ipswich Website

<http://www.cofesuffolk.org/vacancies>

**Please note:** Applications will only be accepted on our DBF application forms. Please do not apply directly from online jobsites or send CVs.

**Applications marked 'Confidential Application' to be sent to:** HR Manager at HR@cofesuffolk.org or by post to Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ.

**Closing Date for Applications:** 22 November

**Interview Date:** 29 November