Youth Group Leader

Role Description and Personal Profile

Employed by: The PCC of St Mary Magdalene Church, Stoke Bishop, Bristol.
Main Purpose: To be responsible for the planning and delivery of the St Mary's Youth Group for young people in school years 6-9 (group name is 'Fuel').
Reporting to: The Vicar and PCC. This role will be line managed by the Vicar.
Working closely with: Volunteers serving young people at St Mary's.

Salary and hours:
This is a Fixed Term role for one year (Jan-Dec):
Part-time hours of 5 per week during term time (39 weeks per year). 2.5 hours per week will be worked from 5.30-8pm on Fridays. The other hours can be worked flexibly.
£16 per hour (equates to £3,120 p.a.)
Annual Leave can only be taken during state school holidays, and this is accrued on the basis of hours worked.

Conditions of employment:
The appointment will be subject to a probationary period of two months. Termination of employment will be subject to a notice period of one month by either party (upon successful completion of the probationary period). St Mary's Church is committed to safeguarding the welfare of children, young people and vulnerable adults and expects all employees to share this commitment. All appointments are subject to a satisfactory DBS check being received. There is a Genuine Occupational Requirement for the post holder to be a Christian.

Main responsibilities
These reflect the current needs of the church, but the responsibilities may be adapted over time, in discussion with the Vicar and the Youth Group Leader.

1. Ensuring that excellent Safeguarding practice is followed at all times when interacting with young people in any setting.
2. Planning engaging Fuel sessions which include a mix of games and some Christian input.
3. Preparing rotas to ensure that there are enough adults at each session.
4. Leading each Fuel session, responding to the needs of the young people attending.
5. Communicating appropriately with parents/carers of young people attending Fuel, using ChurchSuite, ensuring that they are well informed about Fuel dates.
6. Supporting the existing volunteers who are part of the Fuel team so that they can fulfil their roles and working with the Vicar to grow the volunteer team as needed.
7. Ensuring that all resources are in place for Fuel sessions (reasonable expenses can be claimed).
8. Being a listening ear and offering signposting for young people at Fuel as needed and where appropriate.
9. In partnership with the Vicar, consider how Fuel might develop over the year, such as through social activities and exposure to larger worship gatherings locally.

Personal Profile:

***There is a genuine occupational requirement that the post holder is a practising Christian*.**

E = Essential
D = Desirable

Personal qualities

- Honesty and integrity. **E**
- A desire to support young people. **E**
- Approachable and able to build trust and gain respect with young people. **E**
- An open heart and a “can do” attitude, able to receive feedback. **E**
- An understanding of what the Bible teaches. **E**

Skills

- Able to work relationally, empowering and supporting others. **E**
- The ability to use and adapt resources to help young people explore Christianity. **E**
- Competent administratively, demonstrating self-management. **D**
- Evidence of being able to work creatively and try new things. **D**

Experience

- Working as part of a team, building and maintaining good relationships. **E**
- Working with children and/or young people in a church or other setting. **D**
- Applying Safeguarding policies and procedures in practice. **D**