

Youth & Families Minister

Job information pack

An exciting role full time role to build the youth ministry in All Saints
(Merstham & Gatton Team Ministry)





The Diocese of
Southwark



All Saints
South Merstham

June 2025

Dear Applicant,

I am delighted that you're interested in the role of Youth and Families Minister at All Saints Church, and I hope this pack will be helpful.

This is an exciting opportunity to join our new leadership team at an exciting time as our church grows, with increasing numbers of young people coming through and as we see our connection with Youth in the local Merstham area bear fruit.

We are excited by this project and hope that this will provide an opportunity for someone who is passionate about Church growth and development.

If you feel called to be part of our journey and have the necessary enthusiasm, skills and experience we would be delighted to hear from you.

The closing date for applications is 13 July 2025. Interviews will take place on the 24 July 2025; this post is a fixed term post until 30 June 2028.

If you would like an informal discussion about the role, then please feel free to contact me.

Yours sincerely,

Revd Nigel Griffiths

Rector of All Saints

07879 427 944

rector@mgtmchurches.org



The Diocese of
Southwark



Diocesan Staff Purpose

To lead, enable, serve, support, and enable the mission of God as it is worked out in the parishes, deaneries, schools, and communities of the Diocese of Southwark.

Diocese of Southwark Job Description

Job Title:	Youth & Families Minister - [full-time]
Reporting to:	Revd Nigel Griffiths, Team Rector
Location:	All Saints Church, Merstham
Key Relationships:	Team Rector (Line Manager) Pioneer Curate Admin/Operations Manager Youth Worker at St Mary's Reigate (supporting Church) Church Wardens, Treasurer and Parochial Church Council (PCC) members Church Volunteers Sparkfish (Christian group active in local schools) Diocese: Archdeacon, Dean of Estates Ministry, SDF Core Project Team

Background to the job

This is a truly exciting opportunity to join a new leadership team at the start of a new season in the life of God's mission to Merstham. The Merstham Team (comprising three Churches; St Andrews, St Katharine's and All Saints) have been identified as one of the places in the Diocese of Southwark where there is a clear opportunity for growth. As a result of a successful bid by the Diocese of Southwark we have obtained the funding for this post and supporting financial resources from the Church of England's Strategic Development Fund. The hub for this will be All Saints Church in South Merstham from which outreach will be planned and implemented. The agreed Planting Strategy comprises two components:

- The numerical and financial growth of All Saints as a 'base camp' from which to grow mission in the local area. We have a staff team comprising the Rector, Ops/ Admin Manager and a Pioneer Curate with whom the Youth and Families Minister will work closely.
- Pioneer mission and evangelism into the largely unchurched areas of the Merstham benefice including the Housing Estate. Our target includes at least one entirely new, self-supporting congregation in the Estate by mid 2028.



2 Youth Alpha groups conducted in 2024/25

Job Purpose / Summary

There are broadly 2 arms of the role which reflect the two components above:

- To develop and grow the youth ministry with those aged 10 to 18 years at All Saints by helping young people to live with God at the centre of their lives and supporting parents in the discipleship of their children.
- Building connections with currently unchurched Youth across Merstham, seeking to bring them into a living relationship with Christ.

Our number of Youth within All Saints is growing as Sunday numbers increase and, in particular, we enjoy a high proportion of families with school-aged children.

This is a unique opportunity to 'write the book' of youthwork in Merstham in an area of social and spiritual need.

Key Responsibilities

To create a Youth ministry and cultivate growth among our Youth, aged 10 to 18 years. This will include:

1. Leading and developing youth programmes

- Supporting and growing discipleship-based groups on Sunday mornings.
- Running the weekly All Saints drop-in, currently on Sunday evenings but likely to move to different evening after the imminent launch of a new evening service.
- Teaching the bible, helping young people understand and learn the biblical story and to make use of it in their daily lives as apprentices of Jesus.

2. Building discipling relationships

- Developing a culture of youth discipleship, working to enable young people to become resilient disciples engaged in disciplines that will nourish and sustain them through future life.
- Mentoring young people, prioritising small group support of young people with a discipleship focus and offering mentoring and coaching to emerging leaders.
- Identifying and nurturing youth in their practical and spiritual gifting.

3. Connecting with and supporting parents in 'parenting for faith'

- Helping parents with fostering faith, personal growth and engagement with church.

4. Widen our impact as a church beyond our immediate boundaries as we expand our vision in Merstham

- Working in schools in conjunction with Sparkfish, a local church-funded charity
- Running a brand new Christian Union and also a lunchtime drop-in at the local secondary school
- Leading 'the Merstham Youth café'; a pop-up café style project with a view to growing connection and leading to a discipleship group with kids from the estate.

- **Partnering with local organisations** including local borough council groups, charities and businesses which have an interest in supporting young people as well as writing grant proposals.

5. Planning and leading awaydays, residentials, festival experiences

6. Safeguarding and inclusion

- Implementing and upholding the safeguarding policies of our churches and of Southwark Diocese. This includes ensuring volunteers are fully equipped and ensuring that all activities are safely staffed and risk assessed.
- **Developing inclusion and accessibility**, working with the church to ensure that young people with Additional Needs are welcomed and have full access to all youth provision.

7. Innovating and learning

- Continually reflecting on our approach, listening to young people and the community, and implementing change where necessary.
- **Commitment to learning** including reading and listening widely to research and thinking around youth ministry and engaging with Diocesan training.

8. Administration

- Liaising closely with the team to ensure all **administrative requirements** are in place to support the youth work.
- Managing the Youth Work budget.

9. Participating in the Staff Team

- Participate fully as a member of the staff team as we work together **to seek God and implement the vision** of the church and in the ongoing development of our strategy and approach working in partnership with other staff and leaders.
- Meet and pray regularly with the team.
- Participate in leading and teaching in **services** as needed.
- Participate in **personal and professional development** opportunities as agreed including making use of retreat times as agreed with your manager/ Rector.
- Be a key holder for the church buildings and provide backup for security purposes.
- Undertake other duties as may be required from time to time by the Rector.

Person Specification

This post is subject to an occupational requirement that the postholder be a practising Christian under Part 1 of Schedule 9 of the Equality Act.

It is a requirement of this role that a satisfactory Enhanced DBS check takes place before commencement.

We are praying for someone to join the team who will be a spiritually mature, resilient Christian leader who combines energy and an entrepreneurial spirit with emotional stability. We are looking for someone who is approachable, compassionate, flexible and servant hearted. A supportive **team player** and collaborative worker, comfortable working towards a common goal.

Essential Experience, Gifts and Skills

- A **confident leader**, skilled at building and managing Teams, encouraging and releasing the gifts of others, able to organise, recruit, delegate, and co-ordinate. A 'completer-finisher' able to see things through
- An informed, engaging, theologically mature, and **gifted teacher and communicator** able to train, school, encourage, and inspire.
- A **reflective practitioner**, prayerfully attentive to the impact of our actions and always seeking to learn and improve our offerings as a result
- An **experienced enabler** with a passion and experience of growing disciples and with a track record of identifying, encouraging and developing others in leadership
- A **thoughtful planner** with an ability to take in a range of information, think things through logically, and plan strategically for the future
- An able and sensitive leader of **worship** and times of **prayer ministry** with young people
- An experience of **leadership** and ministry sufficient to hold responsibility in a large church context and to take our youth ministry to the next level.
- **Spiritual maturity** and proven experience of putting faith into practice
- Understanding and communication of a **vision for youth ministry** in a church environment with an experience of growing young disciples and helping parents in their discipling role

Spiritual life and Theological Conviction

- A mature and growing **disciple** of Jesus Christ, committed to their own spiritual formation and devoted to growing in **prayer** and **spiritual disciplines**, eager to know Christ more and to grow in grace, obedience and **Christlikeness**.
- A leader passionate about engaging deeply with **scripture** and committed to an ongoing experience of the renewing work of the **Holy Spirit**.
- A passion for Jesus' **church** and committed to enabling others so that the church grows as a missional community of disciples who worship God with their whole lives.
- An intentionality about **mission** and making Christ known to others.
- **Evangelical** and **orthodox** in theology and ethics with a gracious heart to facilitate greater freedom in the Holy Spirit in worship, prayer and word.

Health and Safety

Employees must look after their own health, safety and welfare and be mindful of other persons who may be affected by their acts. Employees must co-operate and comply with management instructions regarding Health and Safety issues and report all accidents, incidents and problems as soon as practicable to their supervisor, manager or other senior members of staff available.

Equality and Diversity

All staff are expected to demonstrate the value of 'Respect for All' and follow any guidelines and policies relating to equality and diversity, and equal opportunities.

Confidentiality

Maintaining confidentiality and preserving the integrity of our work in the Diocese is very important. You will not, except as authorised by the Diocese, or as required by law or your duties, use, divulge or disclose to any person, firm or organisation any information about individuals, parishes or the Diocese, or other confidential information relating to the organisation, finances, parishes, dealing and affairs of the Diocese which may come to your knowledge during your employment.

Any Other Duties

A core value of Diocesan staff is collaborative team working. The responsibilities outlined above cannot totally encompass or define all tasks which may be required of the postholder, and you may be asked to perform any other duty as directed from time to time.



The Diocese of
Southwark



TERMS AND CONDITIONS

Youth & Families Minister

A fixed term, full-time role funded until 30 June 2028.

Employer

You will be employed by the South London Church Fund and Southwark Diocesan Board of Finance whose registered office is at Trinity House, 4 Chapel Court, Borough High Street, London SE1 1HW.

Normal Place of Work

All Saint's Church, Battlebridge Lane, Merstham, Redhill, RH1 3LH.

Salary

The post has a salary of £30,000 - £32,000 per annum, depending on experience.

Probation

The appointment is subject to the satisfactory completion of a six-month probationary period.

Hours of work

35 hours per week, including Sundays and evenings where necessary.

Holiday Entitlement

You will receive 26 days annual leave per annum, increasing to 31 days after 2 years' service. The leave year runs from 1st January to 31st December.

Sick Pay

Sick Pay is paid at full pay and half pay rates dependent on length of service, details of which are contained in the contract of employment. Where the right to Diocesan Sick Pay has not been established or it has been exhausted, then Statutory Sick Pay provisions will apply.

Season Ticket Loan

An interest free season ticket loan is available upon satisfactory completion of the probation period.

Cycle to Work Scheme

The Diocese is part of the scheme that enable staff to purchase a cycle and equipment for cycling to work, through a salary sacrifice scheme.

Pension

A non-contributory pension will normally be arranged with the Church Workers' Pension Fund, currently a 15% employer's contribution.

Employee Assistance Programme

A free and confidential employee assistance programme providing support to staff in a number of areas, including benefits advice, caring responsibilities, and counselling support is available 24 hours a day 7 days a week.

Working Expenses

Reasonable out of pocket expenses will be reimbursed.

Termination of Employment

During the six-month probationary period one week's notice is required on either side. Thereafter you will be required to give three months notice should you wish to resign and will receive a minimum of three months' notice.

Equal Opportunities

The Diocese has a strong commitment to equal opportunities and will not discriminate on the grounds of race, nationality, age, sex, disability, marital status, sexual orientation, religion or belief. Its employees are expected to abide by the Equal Opportunities Policy which embodies these principles.

Disciplinary and Grievance Procedures

Further details would be provided in the contract of employment that would be issued on appointment.

Background Information to the Diocese of Southwark

The Diocese of Southwark, founded in 1905, forms part of the Province of Canterbury in England and is part of the wider Church of England, in turn part of the worldwide Anglican Communion.

The Diocese covers fifteen Local Planning Authorities (in part or wholly).

The Diocese seeks to be a Christian presence and to share the Christian faith in each of its parishes through the mission and ministry of its clergy, congregations, schools and chaplaincies and works to promote the common good, with a particular concern for those most in need.

The Diocese of Southwark serves...

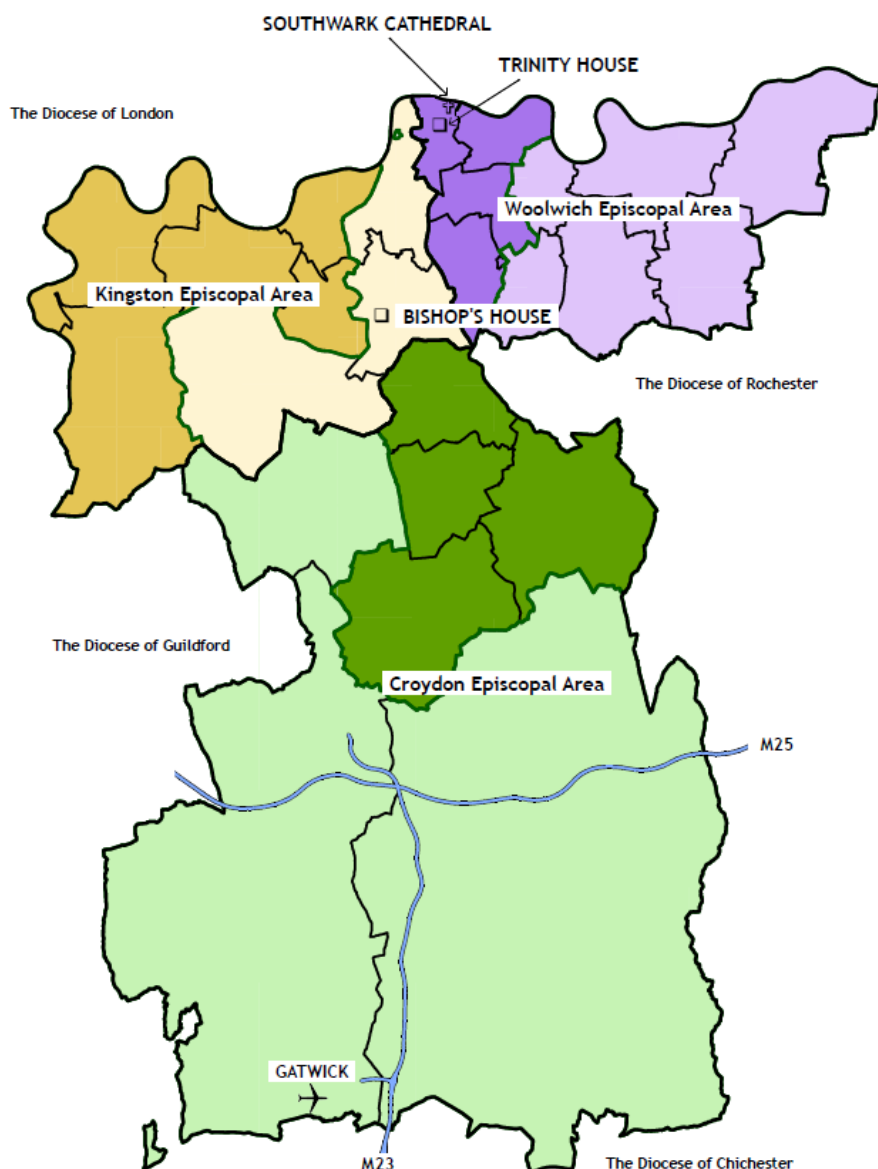


2.9 million people

in the **16** local authorities of South London and East Surrey

through **356** places of worship – a church of England presence in every community

and **103** church schools educating more than **37,000** young people



The Diocese is divided into six archdeaconries and twenty-five deaneries, overseen by the Bishop of Southwark, who is supported in his pastoral work in the Diocese by three area bishops, the Bishop of Kingston, Bishop of Woolwich, and Bishop of Croydon, as well as six archdeacons.

The statutory work of the Church and support to the parishes is provided by the staff of the Diocesan office, located in Trinity House, Southwark.

Trinity House and the Area Offices

Trinity House houses the Diocesan office where most of the executive and professional staff of the Diocese are based. Trinity House is under the overall direction of the Diocesan Secretary who reports to Bishop Christopher, our Diocesan Bishop. Trinity House is just off Borough High Street, within a quarter of a mile of Southwark Cathedral.

SOUTHWARK VISION 2024 – 2035

Christ Centred | Outward Focused

Southwark is a diverse and vibrant Diocese in so many ways, from the energy of the inner city to the beauty of the Surrey Hills. We are one of the largest Dioceses in the Church of England, serving the people of South London and East Surrey. We take joy in the distinctiveness and variety of God's gifts and people. You will find churches that offer welcome, care and dignity in Christ's name to their parishes; chaplains walking along side those in education, hospitals, and prison; and pioneering communities seeking to reach out and serve in new ways.

Our vision is founded on mutual commitment, speaking well of one another and walking together in the pilgrimage of faith. Supporting, encouraging, and resourcing each other in our common task, we seek to be a Diocese that is Christ centred and outward focused.

Our priorities are:



Parishes

We value all our parishes and are committed to enabling and serving them, so they can minister to the whole people of God in their local context.



Ministry

We will maintain the highest possible number of stipendiary clergy and grow our lay ministries. We will ensure that our parishes are served by well-resourced and well-supported clergy, including self-supporting ministers. We will continue to foster and grow our lay ministries including new pipelines for children and youth workers in ministry.



Growth

We will grow our existing churches, including revitalisation initiatives, and establish new worshipping communities. We want to see our Diocese surpassing pre-pandemic levels of attendance in the next five years, to include mixed ecology of worship patterns Sunday to Saturday and grow a further 10% by 2035.



Youth & Diversity

We are committed to becoming a younger, more diverse Diocese. We wish to see our churches evolve to better reflect the communities in which they serve and the gifts of the whole people of God.



Deepening our discipleship

Christ is at the heart of our faith and we will only grow by being intentional about going deeper in our journey with him, replicating our learning and sharing our resources.



Healing

We will seek God's healing for our communities and our world. Christ's call for healing and reconciliation requires us to grapple with many of the issues that we face including safeguarding, social justice, racial justice and care for creation.



The staff who work across the whole Diocese have a core purpose and values that set out their role in supporting the Diocese achieve its Vision and priorities. These are known under the banner of ‘Lead, Enable, serve’ and are summarised in the table that follows below.

<p>DIOCESAN STAFF PURPOSE</p> <p>To serve, support, lead, and enable the mission of the God as it is worked out in the parishes, deaneries, schools and communities of the Diocese of Southwark.</p>
<p>DIOCESAN STAFF AIMS</p> <ul style="list-style-type: none">• To support our parishes and clergy so that they are energised, equipped, and empowered through specialist advice, leadership in ministry, training and development, good housing and by building effective relationships.• To meet our statutory and regulatory obligations, and to be proactive in leading and disseminating good practice.• To evaluate and allocate resources effectively, in line with the vision, aims, values, and policies of the Diocese.• To resource, and support mission and evangelism, vocational discernment, training, and ongoing development for lay and ordained ministries.• To ensure that all our structures, policies, practices and the way in which we communicate are fit for purpose now and in the future, through regular review and continuous improvement.
<p>DIOCESAN STAFF VALUES</p> <ul style="list-style-type: none">• Effective Stewardship of resources• Collaborative Team Working• Respect for all• Transparent Accountability