# Christ Church & St Paul's, Anerley

## CHILDRENS & FAMILIES MINISTER

## ROLE DESCRIPTION

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| **Hours:** | 35 hours per week over 5 days, for a five-year fixed term post. |
| **Salary**: | £32,000 p.a |
| **Holiday**: | 25 days plus and Bank Holidays |
| **Pension**: | Contributory Pension (auto-enrolment) |
| **Employer:** | PCC Christ Church & St Paul's, Anerley |
| **Accountable to:** | The Parochial Church Council (PCC) |
| **Responsible to:** | The Incumbent |
| **Responsible for:** | Volunteer teams |

**PURPOSE OF ROLE:**

To lead, oversee and develop ministry with children and families, building a relational model of discipleship and supporting long-term growth in faith and belonging.

The postholder will cultivate relationships; nurture, encourage and support volunteers, growing a sustainable team to minister with children and families.

Over five years, the role will enable the development of five worshipping communities and sustained engagement with up to 150 children and adults.

Participate in the wider ministry of the church and contribute to the Deanery and Diocese.

**MAIN RESPONSIBILITIES:**

**Lead ministry for children and families**
Oversee and develop ministry with children and families across the parish, both on Sundays and mid-week.

**Grow belonging and faith among children and families**
Cultivate relationships that lead to regular participation in worshipping and communal life of the church.

**Develop new worshipping communities**
Establish and nurture five intergenerational worshipping communities emerging from relationships in toddler groups, school, community groups, homes, church, with each practising rhythms of welcome, prayer, storytelling, worship and shared life.

**Create pathways into the wider church**
Enable families to move from initial contact to sustained belonging across life stages, ensuring engagement develops into ongoing participation rather than isolated events.

**Equip and release others into ministry**
Recruit, train and mentor volunteers and emerging leaders so each worshipping community develops shared leadership and increasing sustainability.

**Support faith in the home**
Encourage and resource parents, carers and family members to practise prayer, reflection and Christian life within everyday family routines.

**Strengthen partnerships with schools and community**
Maintain consistent presence and collaborative relationships with the two local primary schools, pre-schools and community settings that enable regular pastoral and spiritual engagement.

**Safeguard and sustain the ministry**
Model best safeguarding practice within a safe and healthy culture.

Undertake reflective evaluation and ongoing development to ensure ministry operates within a safe and healthy culture and in accordance with Church of England safeguarding policy.

**Budgetary Responsibility**
Manage the allocated budget for this area of ministry, keeping appropriate records and stewarding resources wisely.

**Participate in leadership**
As a member of the staff team, be part of the church leadership team, participating in and supporting the wider ministry of the church, attending meetings and events as required.

**Supervision and Development**
Meet regularly with the incumbent for line management, to support reflection, evaluation and development, including the annual appraisal process.

Report to the PCC and Diocese as required.

Participate in continuing personal ministry development including attending New Wine Leadership Conference.

Connect with Deanery, Diocesan, local and national networks as appropriate for support, training and development.

**SKILLS and EXPERIENCE:**

| Essential | Desirable |
|---|---|
| Communicant member of the Church of England and eligible to be licensed by the Bishop of Rochester | Experience within an Anglican parish context |
| Experience of developing relationships with children, parents or carers over time (not solely event-based work) | Experience of mentoring and training volunteers and leaders |
| Ability to teach and lead intergenerational worship in various contexts | Recognised theological and teaching qualification |
| Experience of working collaboratively with volunteers and the building of teams | Experience of ministry in schools and community settings |
| Able to work within a small team and as a team player | |
| Able to build trust and communicate well with children and adults across generations | |
| Able to encourage faith exploration in ways appropriate to different ages and stages | |
| Able to work independently, organise time effectively and sustain relational ministry | Experience of project management and working within a funded project framework |
| Able to reflect on practice and adapt approaches appropriately | |
| Competent administration and communication skills | |

NB Additional training will be provided as required.

<u>Commitment to Safeguarding</u>

This post includes regulated activity with children.

The church is committed to a safe and healthy culture and therefore candidates must undergo a safer recruitment process.

A Church of England Confidential Declaration form must be completed by all applicants for positions engaging in regulated activity or otherwise working/having substantial contact with children, young people or vulnerable adults which require an enhanced (with barred list) DBS check.

The church takes the safety of everyone within the church very seriously and expects that everyone will work within the church safeguarding policy. In particular, the church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with their manager or safeguarding officer.

The postholder must complete all safeguarding training required by the Church of England for licensed Children, Young People and Families ministers throughout their employment.

**Diocesan Vision**

***Seeking first the kingdom of God. We are called together by God to change, serve and grow with compassion, courage and creativity.***

Diocese of Rochester
called together

Oct 2026

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