

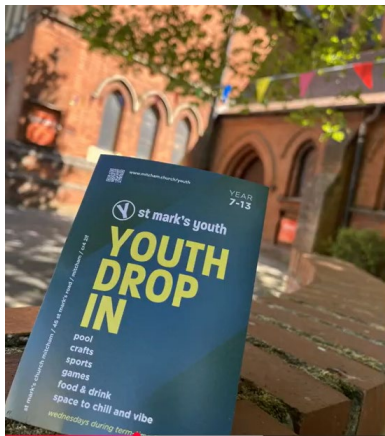


The Diocese of
Southwark

St Mark's
CHURCH MITCHAM

Job information pack

Youth Minister/ St Mark's Mitcham



Closing Date: 31 October 2026 (but earlier applications are encouraged)

**Christ
Centred
Outward
Focused**

The Diocese of Southwark

The South London Church Fund and Southwark Diocesan Board of Finance is a company limited by guarantee (No 236594)

Registered Office: Trinity House, 4 Chapel Court, Borough High Street, London SE1 1HW. Charity No 249678

Company Secretary: Nicola Thomas



Dear Applicant,

Thank you for your interest in the role of Youth Minister at St Mark's Mitcham.

This is an exciting opportunity to join our staff team in a growing season for the life of the church. Our vision at St Mark's is to be 'Serving Christ's mission in Mitcham.'

In the months and years ahead, we seek to grow children's, youth and families ministries, serve the community with new social action projects, and proclaim the saving love of Christ to the world on our doorstep in Mitcham. Like any patch of South London, Mitcham is a place of diversity and energy, colour and cultures, beauty and brokenness, with plenty of opportunities to minister to the social and spiritual needs of the community. The Church Urban Fund's stats (<https://cuf.org.uk/parish/370295>) may give a little flavour of the context of the parish - in which we want to celebrate every individual God has made, glimpse where His Spirit is already at work, and partner with Christ in His mission to minister His grace.

St Mark's currently has one morning Sunday service, with an average attendance of 90 adults and 20 children aged under 16. Our youth work and outreach currently includes: weekly Friday evening youth group for church members, weekly Drop-In Afternoon for teenagers, weekly lunchtime club at St Mark's Academy (where the vicar is a governor), occasional assemblies at the Academy, Sunday morning youth group for 11-15s during the main service, social events and occasional joint youth events with local churches. We have also trialled a monthly contemporary Worship Gathering on Sunday evenings aimed at Gen Z. This summer we plan to take a number of our youth away on a residential camp, in partnership with London City Mission.

Over the next 3-5 years we hope, pray and plan to adapt our ministry and mission to grow these numbers - and the Youth Minister will play a key strategic and pastoral role in leading and facilitating this growth. We are full of expectation with all that may lie ahead and we hope that this new staff role will provide an opportunity for someone who wants to grow in their own daily walk with Jesus and in Christlike character, to join with us in serving Christ's mission in Mitcham.

If you would like to apply for this role, or would like an informal discussion about the role, then we would be delighted to hear from you.

Yours sincerely,

Ed Veale

Vicar at St Mark's Church ed@mitcham.church

Diocese of Southwark Job Description



Job Title: Youth Minister [21 hours/week]
Reporting to: Ed Veale, Vicar of St Mark's Mitcham
Location: St Mark's Church, 46 St Mark's Road, Mitcham, CR4 2LF
Key Relationships: Vicar of St Mark's Church, Church Wardens and PCC, Parish Staff and Interns, Local Schools in particular St Mark's CofE Academy

Background to the job

This is an exciting opportunity for a Youth Minister to play a key role in a new chapter in the life of St Mark's as we seek to grow in maturity in Christ, and to reach out with His love to the people of Mitcham.

In September 2024, curate Ed Veale from Holy Trinity Clapham joined St Mark's as the interim minister, and in January 2026 he was licensed as the Vicar. As part of this, and as a result of a successful bid to the National Church by the Diocese of Southwark, St Mark's was awarded funding to appoint an Operations Director, and two part time Children's, Youth & Families Ministers. We currently also have a Youth Worker Intern who is studying part-time at St Mellitus College, and another Intern (at London City Mission). A flavour of the church over the last 18 months can be found here: www.youtube.com/watch?v=HYJAyn2v3UE.

Job Purpose / Summary

The purpose of this role is to deepen and develop our ministry for the growing youth work at St. Mark's. We want to disciple our young people in knowing Jesus better, and to be reaching out to those aged 11-18 in Mitcham. This is an exciting opportunity to bring vision and oversight to our work with those aged 11-18 in Mitcham, both on Sundays and during the week. This role will provide an opportunity to build upon the existing youth work and begin new ventures - especially in partnership with the Chaplain at St Mark's Academy (a CofE secondary school in the parish with 900 students).

Our key goals for youth ministry over the next 3 years include:-

- a) **deepen discipleship** of our youth's walk with Jesus, through Bible teaching, and joyful, caring, prayerful Spirit-filled relationships.
- b) **grow the partnership** between St Mark's Church and St Mark's Academy, in order to serve and share Christ's love with the young people at the Academy (through assemblies, events, teaching, pastoral care, Youth Alpha etc).
- c) launch a **second weekly Sunday service**, aimed particularly at the emerging generation.

Key Responsibilities

1. Leadership and Delivery

- To work with the Vicar in developing a vision for the whole-life discipleship of 11-18s (in partnership with their families), where they trust and grow in Christ and seek to walk in step with the Spirit. The Youth Minister would then lead, oversee and implement that vision.
- Prepare for and lead youth sessions, including developing Bible centred curriculum.

2. Outreach

- Develop our growing regular outreach to the 11-18s in Mitcham, and particularly in partnership with the Chaplain at the Academy. This would include: regular Youth Alpha courses, organising key events such as carol services for different year groups.
- Develop the existing mid-week activities at church aimed at the Academy students.
- Pioneer new connection points to reach the youth in Mitcham.

3. Volunteer training and management

- Identify, recruit, train, nurture and inspire volunteer teams and leaders.
- Administer the running of teams, including managing rotas.

4. Safeguarding and inclusion

- Ensure that safeguarding policies are followed and that robust safeguarding practice is fully embedded in all aspects of youth ministry.
- Ensure team members and volunteers have valid DBS checks and are fully trained and equipped.
- Ensure risk management, including preparing risk assessments for activities and events.
- Plan for and integrate youth with additional needs.

5. Administration & Communication

- Oversee a budget and be responsible for the management of resources.
- Oversee youth activities at church-wide events and socials.
- Set up, update and bring life to the church social media accounts and website to serve the youth and families ministry.
- Communicate effectively and regularly with parents, guardians, schools and local community leaders.

6. Staff team

- Attend both regular and occasional staff meetings, retreats etc. These will include regular prayer and missional outreach in the parish.

- Undertake occasional and various responsibilities as the need arises (e.g. event organisation, ad hoc projects) as may be required from time-to-time.

Safeguarding

In accordance with the Church of England Safeguarding Policy, our Diocese is committed to:

- promoting a safer environment and culture
- safely recruiting and supporting all those with any responsibility related to children, young
- people and vulnerable adults within the church
- responding promptly to every safeguarding concern or allegation
- caring pastorally for victims/survivors of abuse and other affected persons
- caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons
- responding to those who may pose a present risk to others

Full details of our Safeguarding Policy are contained within the Diocese of Southwark's, "A Safe Church", which can be found on our website, [Diocesan policies and procedures - The Diocese of Southwark](#).

This includes our commitment to Safer Recruitment, and our policy to abide by the Church of England's requirements contained in the Safer Recruitment and People Management Guidance, [Safer Recruitment and People Management Guidance | The Church of England](#).

You can find a copy of our Whistleblowing Policy and Recruitment of Ex-Offenders Policy on our website, [Vacancies - The Diocese of Southwark](#).

This role requires an Enhanced DBS check (with checks against the Barred Lists).

This role is exempt from the Rehabilitation of Offenders Act.

Applicants are asked to complete and submit the Church of England Confidential Form, which gives applicants the opportunity to disclose details of any convictions, cautions, final warnings and reprimands which are not protected i.e. not eligible for being filtered out in accordance with the [DBS filtering rules](#), and will be displayed on an enhanced DBS certificate.

A Confidential Declaration Form will need to be submitted at the same time as an application for this role. This form is included as part of the application process through the Church of England's Pathways application management system.

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.

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.

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.

Along with the Minister, the staff team are expected to be fully supportive of the Basis of Faith of the Church of England Evangelical Council (<https://ceec.info/basis-of-faith/>).

You will be someone committed to discipleship to Jesus, with humility and a deep desire for both yourself, St Mark's and Mitcham to hear Him in the Scriptures and to grow in becoming more like Him. You will have a desire to see young people grow up in faith, love and hope as the Spirit is at work, and to see the church reaching out to be an agent of God's blessing to youth and families in Mitcham. You will be someone who is practical, ambitious for what can be done over the long-term, confident in taking the initiative with local schools etc., and underpinned by a prayerful love and warmth for people both inside and outside the church. Finally, you will be a cheerful team player who makes room for the gifts and talents of others. You will also be confident in bringing your God-given contributions as both a staff member and a member of St. Mark's and in the building of God's Kingdom.

You will be someone who is excited about bringing your youth ministry skills to St Mark's and will enjoy setting up new initiatives and ministries, to experiment with what may work, and to be ready to adapt as the church grows and changes. To enable this, you will be willing and able to learn new skills, and develop existing ones.

Essential	Desirable
Skills and Experience	
Experience of youth ministry and ability to create dynamic environments for youth of different ages and backgrounds.	Training in theology and/ or youth ministry.
Ability to recruit, train/nurture and lead a range of volunteer teams.	Practical experience working in a church context.
Experience in safeguarding and risk management.	Budget management experience.
A good Bible teacher, including an ability to create bible centred curriculum, and a desire to teach young people and families about the grace of Jesus.	Understanding of and experience with audio visual systems.
Excellent communication and relationship building skills which include youth and adults including different community stakeholders (e.g. St Mark's Academy).	Experience in digital communications.
Ability to plan and execute events and activities with youth, volunteers, parents and carers.	
Good organisational and administrative skills.	
Ability to work to targets and meet deadlines.	
Computer literate with Microsoft Office and Google Suite packages.	
Self-starter able to work on own initiative.	
Character and personal qualities	
A servant-hearted Christian wanting to grow in Christlikeness and to play a part in growing God's Kingdom in Mitcham.	A heart for ministering in less affluent, multi-cultural contexts.
Great with people, with the ability to work collaboratively and cheerfully as a member of a team, as well as delegate to get the job done.	



The Diocese of
Southwark

TERMS AND CONDITIONS

Youth Minister

Fixed Term until 31 December 2029

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

St Mark's Church, 46 St Mark's Road, Mitcham, CR4 2LF.

Salary

The post has a salary of £19,363 (£32,272 FTE) per annum.

Probation

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

Hours of work

21 hours per week including evenings and Sundays.

Holiday Entitlement

You will receive 26 days annual leave per annum, increasing to 31 days after 2 years' service. There is also an entitlement to 8 national bank holidays. [Pro rata for part-time hours]

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.

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.

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.