

## **JOB DESCRIPTION**

### **Job Title: Families & Women's Worker**

Our purpose as a church is 'to know Jesus and to make Him known in Chesham and the world', and your role will be to prayerfully and energetically seek to fulfil this purpose, with a particular focus on serving the women and children within Emmanuel and reaching out to those in our local community.

### **Employment Role**

You would be expected to play a full part in the life of the church in general, especially being visible and available on a Sunday, and it may include the occasional leading of services, but your main areas of ministry will be as follows:

### **Families Work**

- Co-ordinate work amongst 0-11 year olds, Sunday groups and children's weekday groups, encouraging good communication and planning across the age-groups and amongst the church family
- Be involved with others in identifying, recruiting and training new leaders and helpers, and offering pastoral support and encouragement.
- Encourage and facilitate children and youth work training opportunities at Emmanuel and in the Parish (with Parish youth and children's workers) and elsewhere (e.g. Growing Young Disciples, London)
- Facilitate discussion and teaching about Christian parenting and discipleship of children, helping parents to be engaged in their children's spiritual growth at home
- Be aware and supportive of Christian ministry in local schools (assemblies & Bible clubs).
- Develop and lead Messy Church (or equivalent) as regular outreach to younger families
- Regular liaison with Parish children's worker and youth worker, and involvement with occasional Parish wide training or outreach events
- Ensure that Child Protection Policies are being followed in the children's and youth work

### **Women's Ministry**

- Oversee strategic vision of ministry amongst women, and be the point of contact for various ministries amongst women in the church
- Co-ordinate weekly Ladies' Bible Studies and share in leadership
- Read the Bible 1:1 with 1 or 2 women
- Lead Women's team in planning and organising outreach and discipleship events Be involved with Pastoral & Women's Team in coordinating support for individuals

### **Supervision, Appraisal & Training**

- Employed by the Parish of Great Chesham PCC, but managed and under the pastoral oversight of the Emmanuel Team Vicar, with whom you would have regular reviews.
- Annual Parish Staff Team appraisal
- Further training will be encouraged, including attendance at a relevant ministry conference Encouragement for good friendships being maintained outside of the Parish for mutual support and accountability

**Remuneration, working hours & holidays**

- A salary of £24,673, with pension provision, and significant housing allowance will be provided
- All reasonable work expenses will be fully covered
- You would be expected to work 6 days, and to take one full period of 24 hours of rest per week
- You are entitled to 36 days of holiday per year

The job description will be reviewed at the end of the 6 month probationary period