



# CHESTER ROAD

## Baptist Church

### Role Description

<b>Job Title:</b>	<b>Associate Minister – Youth &amp; Young Adults</b>
<b>Location:</b>	Chester Road Baptist Church, Chester Road, Sutton Coldfield, West Midlands, B73 5HU
<b>Accountable to:</b>	Minister
<b>Working Hours:</b>	We're open to between 0.5 FTE (18.75 hours per week) and 1.0 FTE (37.5 hours per week) by mutual agreement (including evenings & Sundays).
<b>Salary:</b>	<b>Band 6: £26,089 - £29,594</b> + contributory defined contribution pension <i>If on the list of Accredited Ministers of the Baptist Union, then automatically £29,594.</i> <i>If not on the list of Accredited Ministers of the Baptist Union, then capped at a max of £29,079.</i>
<b>Annual Leave:</b>	25 days + 8 Public Holidays pro rata

**OUR VISION:** To see God's Kingdom come and His will done in Sutton Coldfield, north Birmingham, and beyond, as it is in Heaven.

**OUR MISSION:** Growing Community! Working with others to enable everyone within 5 miles and beyond of Chester Road Baptist Church to become disciples of Christ.

There are two equally important and inter-linked parts to this:

1. To enable 'non-believers' to become 'believers' in Christ (mission).
2. To enable 'believers' to become disciples of Christ (ministry).

In order that you are able to fulfil the requirements of this post, it is essential that you subscribe fully to our vision, mission, values, and beliefs, and worship regularly at Chester Road Baptist Church.



#### Job Summary:

Growing community! Working with others to enable all young people (11-18s) and young adults (18-30) within 5 miles of Chester Road Baptist Church to become age-appropriate disciples of Christ.

#### Key Duties:

*[We recognise fulfilling the following will be dependent on the actual time contracted and that it will be necessary to agree priorities and the phased introduction of responsibilities.]*

#### CHURCH MINISTRY

##### 1. Sunday services

- ☐ Contribute to the leading and preaching in Sunday services.
- ☐ Conduct special services e.g. weddings and funerals.

## 2. Leadership Team

- ☐ Contribute as a staff member of the church's Leadership Team.

3. By mutual agreement, and depending on gifting, we would ideally like you to take a lead in another area of mission and ministry. For example, worship, discipleship, or community mission.

## YOUNG PEOPLE (11-18s)

### 1. Programmes

*You will lead by example in taking a significant role in the pioneering, development, and delivery of the youth work and ministry programme. You will:*

- ☐ Ensure the youth work and ministry programme provides young people with a dynamic and authentic expression of Christian faith.
- ☐ Ensure all youth meetings and events are well planned, engaging, creative, well-promoted, challenging, and potentially life-changing.
- ☐ Take an 'up-front' role in leading youth gatherings and events to include, but not be limited to, Brigades, Sunday mornings and at least one other weekly club. This will involve communicating and powerfully articulating the life-changing Christian message of hope and love.
- ☐ Support and play an active part in the combined Boys/ Girls Brigade 11-15s & 15-18s programmes.
- ☐ To develop and contribute to a youth discipleship programme (e.g. small groups, Youth Alpha...) that equips and mobilises young people for mission and ministry.
- ☐ Support and deliver appropriate young people's content in morning services, such that young people are engaged and active participants/ contributors.
- ☐ Play an active part in the planning and delivery of occasional all-age services.
- ☐ Ensure students (18-21s) feel supported, welcomed (back) and cared for.

### 2. Strategy and leadership

*Good youth work and ministry doesn't happen by chance. It requires prayerful strategy, team work, planning, co-ordination and communication. You will:*

- ☐ Work with others to develop the youth work and ministry strategy and plan, working closely with stakeholders (young people, volunteer youth workers, parents/ carers, Minister and the Leadership Team/ Diaconate).
- ☐ Grow and lead the core team of volunteer youth workers, developing their skills and enabling them to become effective leaders/ co-ordinators of teams.
- ☐ Pray regularly for young people and volunteer youth workers, and enable others to do the same.
- ☐ Be responsible for and manage the youth work and ministry budget, income, and expenditure, ensuring ethical stewardship of finances, resources and use of buildings.
- ☐ Provide the Leadership Team (Diaconate) and Church Members Meeting with quarterly information.
- ☐ Linking with other youth organisations and, where appropriate, work collaboratively.
- ☐ Keeping up to date with local and national trends in youth work and ministry.
- ☐ Ensure appropriate data is collated, reported and used to improve the service for young people.

### 3. Pastoral Support

*Whilst dynamic and well-led youth programmes provide an essential context for youth work and ministry, it is the quality of appropriate relationship between youth worker and young person that is often the most life-changing. You will:*

- ☐ Lead by example in delivering relational youth work and ministry, developing appropriate relationships with young people.

- ☐ Provide 1:1 pastoral support for individual young people in need of extra encouragement, support or intervention, whilst working at all times in accordance with our *Safeguarding Children, Young People and Adults at Risk* policy and procedures.
- ☐ Maintain up-to-date information about specialist counselling and other support agencies, and sign-post/ refer young people as appropriate.

#### **4. Volunteers**

*We neither expect nor want you to do this on your own. Our vision is far bigger! You will:*

- ☐ Build and grow a healthy team of volunteers, ensuring they feel a valued part of our church and the youth work and ministry.
- ☐ Actively recruit suitable volunteer youth workers from within the church community, in accordance with our *Safeguarding Children, Young People and Adults at Risk* policy and procedures.
- ☐ Work with the Safeguarding Co-ordinator to ensure all volunteer youth workers are reference-checked and Disclosure and Barring Service (DBS)-checked.
- ☐ Ensure volunteer youth workers are trained and developed to be even more effective in their work with young people.
- ☐ Co-ordinate the effective and safe deployment of volunteer youth workers, ensuring adequate adult/ young people ratios are maintained at all times, in accordance with our *Safeguarding Children, Young People and Adults at Risk* policy and procedures.

#### **5. Schools work**

*Young people spend 30+ hours per week during term time at school/ college. We are blessed to have good secondary schools in the surrounding area. You will:*

- ☐ Build effective relationships with local secondary schools, such as Bishop Vesey's Grammar School, Erdington Academy, Sutton Coldfield Grammar School for Girls, Plantsbrook School, North Birmingham Academy, Fairfax Academy, and John Willmott School.
- ☐ Negotiate and deliver assemblies, lunchtime clubs, RE lessons, and/ or 1:1 pastoral support – prioritising what delivers maximum impact.

#### **YOUNG ADULTS (18-30)**

*For young adults, independence brings opportunities and pressures (e.g. career, finance, housing, relationships, time...). You will:*

- ☐ Ensure FE/HE students (18-21s) feel supported, welcomed (back) and cared for.
- ☐ Network young adults, creating social opportunities for them to meet and grow community together.
- ☐ Enable young adults to connect through participation in small groups.
- ☐ Provide 1:1 pastoral support for young adults.
- ☐ Be open to working with young adults to develop a new missional community for those aged 18-30.

#### **GENERAL DUTIES**

*To undertake any other duties that may reasonably be required of this post holder, as directed by the Minister, such as:*

- ☐ Attend and participate in staff meetings, including times of prayer.
- ☐ Participate in/ receive line management.
- ☐ Participate in training and ministry development.



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### Person Specification

**Role title:** Associate Minister – Youth and Young Adults

We know people don't come in boxes, but we thought it would help you to know what kind of person we think would thrive in this role at Chester Road Baptist Church. As you read, it might be that only some of the characteristics fit you. However, we would still love to hear from you if this role excites and inspires you!

	Essential	Desirable
<b>Christian spirituality</b>	A disciple of Christ with a commitment to, and evidence of, personal spiritual growth and ministry, and in agreement with our Christian values and beliefs.	
	Proven track-record of active and consistent involvement in your local church.	Member of a Baptist church.
	Willingness to be an active member of Chester Road Baptist Church.	
<b>Leadership</b>	Proven track-record of recruiting and leading a team of volunteers.	Proven track-record of leading & co-ordinating multiple teams of volunteers.
<b>Qualifications, training and professional development</b>	Educated to degree level.	A DipHE or above in Youth Work & Ministry (or equivalent)
	English and Maths GCSE grade C/5 (or equivalent) or above.	A JNC-recognised youth work qualification.
		CertHE or above in theology (or equivalent)
	Open to working towards national accreditation by the Baptist Union of Great Britain as either a Minister or Youth Specialist.	On the list of Nationally Accredited Ministers or Youth Specialists of the Baptist Union of Great Britain.
<b>Personal qualities</b>	Well motivated, able to take initiative, to plan and carry out own work.	
	Well-developed inter-personal skills with the ability to establish rapport with a diverse range of people and ages.	
	Good verbal and written communication skills.	
	Good IT skills and the ability to organise your work and working environment.	
	Organised and able to handle, with competence, a demanding and varied workload.	

<b>Church Ministry experience</b>	A dynamic and effective communicator.	
	Proven experience of leading church services	
	Proven experience of preaching/ teaching in church services	A musician, with experience of leading contemporary worship.
<b>Youth Work &amp; Ministry experience</b>	Proven track-record of working effectively with young people in a Christian/ church context.	Proven track-record of working effectively with young people in both Christian and secular contexts.
		Experience of 'uniformed' youth work, such as Boys/ Girls Brigade.
		Experience of delivering schools ministry e.g. leading assemblies, taking lessons, lunch/after-school clubs...
		Experience of delivering community projects.
	Experience of delivering training.	Experience of training and coaching volunteer youth workers.
	Good understanding of up-to-date safe practice & safeguarding with young people, children, and adults at risk.	Experience of delivering safeguarding training.
<b>Other</b>	A willingness to adopt a flexible working pattern, including regular evening and weekend work.	Experience of working evenings and weekends.
	Willingness to undergo DBS enhanced disclosure.	
		Full Drivers Licence
		Experience of driving a minibus.

There is an Occupational Requirement in accordance with the Equality Act 2010 for the post-holder to have a vibrant and active Christian faith. This post is exempt from the Rehabilitation of Offenders Act 1974 and is subject to a DBS check prior to an offer of employment being confirmed.