

# Job Description

## Youth and Children's Worker

### Hillingdon Park Baptist Church

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#### **1. Introduction**

We are seeking a gifted and passionate Youth & Children's Ministry Worker to lead and develop our young people and will play a key role in discipling young people, supporting their spiritual growth, and engaging with their families as part of the wider church community.

We have a number of gifted volunteers who work with the children and young people and we are now at a stage where we believe it is the time to invest more in our young people by being available for them at a key time in their lives.

#### **2. Job Summary**

The successful applicant will oversee all of the work undertaken with children and young people. They will also be a member of the Church Leadership Team. The post holder will focus on adding value to, and expanding on, what is already being carried out by Church members.

#### **2.1 Aims and Objectives**

##### ***Children and Young People***

- To encourage and promote the development of a meaningful relationship with Jesus Christ and thereafter to build them up in faith.
- To build a positive relationship with them that enables pastoral care to be exercised.
- To help them establish positive relationships with their peer group.
- To foster integration into the life of the wider Church for those who put their faith in Christ, in order that their spiritual gifts might be exercised and their full potential might be realised.

##### ***Volunteer Leaders/Helpers***

- To expand and develop the current group of leaders/volunteers.
- To build positive relationships with these leaders and helpers; providing pastoral care, supervision and opportunities for training and development.
- To develop future leadership by identifying, mentoring and resourcing.

##### ***Ministry Area***

- To develop new areas for the Church to work with children and young people (e.g. liaison with the local schools).
- To maintain and develop the Church's ministry for young people.
- To ensure that our children and youth ministries work together in a cohesive and intentional way.
- Leading and developing our annual Holiday Club.
- Attending local and national events with our young people (e.g. Big Church Festival and Spring Harvest).

### ***Safeguarding & Inclusivity***

- To adhere to the requirements of our Child Safeguarding Policy and any other associated policies of Hillingdon Park Baptist Church.
- To support the Church's Child Protection Team in advising groups as to the implementation of the Church's Child Safeguarding Policy.
- Be aware of the needs of people worshipping with us who may have special requirements and facilitate them in the best way possible (in liaison with the trustees).

### ***Community***

- To develop involvement with local schools.
- To liaise with local youth workers and statutory bodies in order to share best practice and build relationships.
- To keep informed of and interface with events for children and youth locally and nationally.
- To actively engage where possible with other Churches in Hillingdon with whom we share a common gospel in order to establish and develop opportunities for fellowship, worship, outreach and training within our community.

## **2.2 Duties and Responsibilities**

- To personally model the Christian life in such a way that it draws others to do the same.
- To co-ordinate a programme for young people geared to encourage a lifelong commitment to and relationship with Jesus Christ.
- To exercise active pastoral concern to all who fall within this area of responsibility.
- To represent the needs and views of the children and youth to the wider Church or enable where appropriate, the young people to do this themselves.
- To encourage and support the existing and potential leaders so that they too can help young people to come to and then grown in faith.
- Enable young people to play a significant part in helping the Church to fulfil its desire to be at the heart of the community.
- To facilitate the training of volunteers to engage in sustained outreach to young people within the community.
- To work in partnership with the Church leadership to produce a strategic plan for the on-going children and youth ministries of the Church.
- To fulfil any other reasonable responsibilities deemed appropriate by the Church Leadership Team.

## **2.3 Person Specification**

### ***Faith***

- A committed personal faith in Jesus Christ and an ability to work out the implications of that faith in a professional children's and youth work context.
- Having been baptised as a believer.
- Agreement with the vision & values of our church  
<http://www.hillypark.uk/vision-values>
- It is essential that the person appointed would worship at and be a member of Hillingdon Park Baptist Church.

### ***Character***

- Approachable and discerning.
- Willing to work in partnership with other organisations, both Christian and secular.
- A proven ability to establish and develop relationships with young people, families, Church leaders, members and the wider community.
- A willingness to work flexible hours
- A willingness to engage in on-going training as appropriate.
- It is expected that the candidate's conduct and speech (whether on or off duty) would not compromise their Christian witness or bring the Church into disrepute.

### ***Essential Skills***

- Evidence of experience in youth work.
- An ability to work both independently and as part of a team, management.
- A proven ability to manage own time.
- An ability to organise and develop strategies.
- An ability to communicate the Christian faith in an understandable and relevant way.
- The ability to engage and motivate young people to find answers to their questions of faith.
- Leadership and team building skills.
- Competent IT/ Administration skills.

### ***Desirable Skills***

- Possession of a valid UK Driving License.
- Knowledge of relevant legislation in relation to working with children and young people.
- Some theological training.

### **3. Terms and Conditions**

#### **3.1 Support**

The line manager will be a member of the Leadership Team. Day to day supervision and support will be provided by the Pastor.

#### **3.2 References**

The appointment will be subject to satisfactory references and enhanced disclosure.

#### **3.3 Occupational Requirement**

This role has an Occupational Requirement to be a Christian, as permitted under Schedule 9, Part 1, of the Equality Act 2010

#### **3.4 What We Offer**

- Up to 35 hours per week with flexible scheduling, though core hours will include Sundays and youth events.
- Salary: £28,000 per annum (based on 35 hours per week).
- Annual leave: Five weeks plus bank holidays.
- Contributory pension scheme
- A supportive and respectful working environment.
- Regular supervision meetings and mentorship opportunities.
- Access to relevant training, including safeguarding – Level 2 & Level 3 (mandatory every three years).

#### **3.5 To Apply:**

- Please send your CV, with a covering letter, to Judy Hazelgrove, Church Secretary on [secretary@hillypark.org.uk](mailto:secretary@hillypark.org.uk)
- If you have any questions regarding the vacancy; please email Dan [pastor@hillypark.org.uk](mailto:pastor@hillypark.org.uk) or to Judy.

### **4. About Our Church and Community**

*This Church exists to enable people to enjoy fellowship with God, to become more like Christ and, by the use of its abilities and resources, to serve Him in the local community and beyond.*

We believe that our church is not a building but a Family of people. We are trying to live as Jesus Christ would in a rapidly changing world, and are seeking to find ways of expressing His life in our community and beyond.

We are a Baptist Church belonging to the Baptist Union of Great Britain, and are members of the Evangelical Alliance. We believe in expressing the visible unity of Christ's church. We engage ecumenically locally and with other faith networks.

Our worship styles vary, sometimes we are lively, sometimes quiet but always we are seeking to be led by the Holy Spirit.

Activities during the week cater for everyone and seek to be inclusive.

Beside the work here in the local church, we support six different missionary societies as well as the Baptist Missionary Society and the Baptist Home Mission Fund. They are Grassroots, SIM, Waterways Chaplaincy, Faith Missions Trust and TEAR Fund. We have an annual Shoebox collection for Samaritan's Purse and at Harvest the food donated goes to our local foodbank whilst cash given is sent to a charity working abroad. Our youth groups actively support Children in Need and hold an event to which parents are invited.

Dovetail Community Outreach is our community action programme. Dovetail was started in October 1994 with the specific aim of bringing healing and wholeness to our local community. Believing that God showed His love to us in Jesus Christ we endeavour to show that love in community action.

Please view <https://hillypark.uk/dovetail-community-outreach> for more information on Dovetail's activities.

## Sundays

### **Currently our Sunday services are at 9.30am and 11am**

The 9.30am services are more reflective and include worship, a message and prayer; with communion usually being celebrated on the second and fourth Sundays of each month. This followed by an all-age service at 11am which is livelier and includes activities for all ages to get involved with. At present, our children and young people are fully involved in our services. The youngest have an area in the worship area with suitable activities including toys, books and parents are welcome to sit with their children. Returning to a bespoke gathering for children and young people is regularly discussed but there is a need to have sufficient leaders to deliver this.

Between the services tea and coffee is served and this is a chance to catch up with each other. There are also special services at various times including Christmas and Easter to which the wider family are especially invited. On these occasions we may have the one service commencing at 10.30am.

We use Zoom and You Tube to enable those who are unable to attend in to watch our services.

## Who's who?

**Pastor: Dan Platt**

**Contact:** pastor@hillypark.org.uk

**Church Office:**

**Tel:** 01895 814424

**Leadership Team:** Dan Platt (Pastor), Judy Hazelgrove (Church Secretary), Robin Dearing (Worship) Mike Williams (Church Treasurer), Pam Goodchild (Administration), James Craig, Lola Oduleye.

## Weekly Activities include:

### Ladies

Our Women's Own group meets on Tuesday afternoons

### Men

Weekly, on a Tuesday, the men are invited to join in a trip out / walk. There are also other activities arranged – often on a Saturday.

### Connect groups

A number of small fellowship groups meet at various locations and times during the week.

Our **Bereavement Support group** meets once a month. Bereavement support workers are available to talk with those attending.

### Dining Centre

Lunch at our successful Dovetail Dining Centre is available on weekdays serving from 12 noon.

<https://hillypark.uk/dovetail-dining-centre>

### Children & Young People

#### Wednesday afternoons 1pm – 2.45pm (Term-time)

Tadpoles – a stay and play group for pre-schoolers with their parent or child minders,

#### Friday evenings in the church:

**Friday Kids** for those aged 5 up to Year 5

6.00 – 7.30 pm

**Friday Youth** for School years – 6 to age 18

8.00 – 9.30 pm

### Sunday Evening

A Bible Study Group for those aged 13+ meets in various locations on alternate Sunday evenings.

There is always a room open for private prayer.

## Contact us:

Hillingdon Park Baptist Church  
25 Hercies Rd, Hillingdon  
Middx UB10 9LS

### To find us on Google maps:

[Click Here](#)

**Email:** [pastor@hillypark.org.uk](mailto:pastor@hillypark.org.uk)  
[secretary@hillypark.org.uk](mailto:secretary@hillypark.org.uk)

**Website:** [www.hillypark.org.uk](http://www.hillypark.org.uk)

**X:** @hillypark  
**Facebook:** Hillingdon Park Baptist Church  
**Instagram** hillyparkbc