

The Parochial Church Council of Holy Trinity & St Mary, Guildford



Post of Youth & Children's Minister

Dear potential candidate,

Thank you for your interest in this new and exciting role at Holy Trinity & St Mary's, Guildford in Guildford Town Centre. The creation of the post is a sign of the commitment of our churches and leadership to develop our work with children and young people. We are making this our top priority in terms of resourcing.

We are looking for someone who will bring their particular gifts and who will work as an equal partner with the clergy and wider lay leadership. We want to give you permission to shape our culture and approach to enrich the faith of our children and young people, building on past work, but identifying and nurturing new opportunities.

We have decided to put our money where our mouth is and commit to funding this role for five years in the first instance. We hope this will be the beginning of something special in a place where there is an enormous opportunity to connect with, serve and share the gospel of God's love in Jesus Christ with, a large number of children, young people and their families.

We are a large team of ordained clergy and lay leaders, mature in faith and highly supportive of one another in the varied ministries we exercise. We are looking forward to welcoming the right person to join us and to bring new energy to our work. Could it be you?



Canon Simon Butler,
Rector HTSM Guildford

Overview

The Parochial Church Council (PCC) of Holy Trinity & St Mary's, Guildford (HTSM) is seeking to appoint a suitably qualified full-time Youth & Children's Minister to develop our ministry to children and young people in the coming years. We are seeking someone committed to working with the wider ministry team to help develop our culture and approach to mission and ministry to these members of our churches.

HTSM Guildford is a Church of England parish in Guildford Town Centre, made up of two churches, with five congregations.

The work of the Minister will be mainly at **Holy Trinity, Guildford**, the town's civic church, which has a particular strength in its choral foundation, with large numbers of children and young people participating, and where worship is broadly eucharistic and traditional ('informally formal' is how the Rector describes it). Beyond Holy Trinity Choir, there is a small but committed and growing number of families with younger children who gather in our Children's Chapel on a Sunday and a number of young people who attend Café Club on a Thursday, but who do not attend worship.

St Mary's Church is a joint congregation of Anglican and Methodist Christians worshipping in a single building. St Mary's is particularly strong in outward-facing mission, including a weekly gathering supporting families learning English, and an extraordinary Vigil for Peace which attracts large numbers of young people enjoying the town's night life. Worship at St Mary's ranges from a traditional early Prayer Book Communion, to our new informal, contemporary and inclusive evening service (*Haven*), seeking to welcome Christians marginalised in more conservative churches and those who feel they lack a spiritual home.

Additionally, and vitally, **Holy Trinity Pewley Down Schools** (HTPD, Junior [3-form entry] and Infant [2-form entry]) are our two church schools with a strong Christian ethos. There is enormous potential here for outreach, service and Christian mission, building on the work we do in assemblies, after school clubs and in the support of vulnerable families. Additionally we welcome **Sandfield Primary School** to Holy Trinity regularly and a team of people contribute to their RE work.

The parish is known for its inclusive vision and the generosity of its outlook and, while it does not sit easily in a particular tradition of the Church of England, it could be described as of being of "Central" tradition, and as progressive and outward-looking (for example, it has recently agreed to conduct blessings of same-sex relationships). HTSM is a member of the Inclusive Church Network.

In mid-2026 our long-standing Families & Children's Minister will retire after twenty-years of building strong relationships with a generation of children. Up to now this has focused on Sunday ministry and Thursday Café Club prior to Choir Practice. Building on this relational ministry we now recognise the need to extend this role to enable greater capacity, to respond to the demand for more Christian education and nurture among our children, and to respond to the many opportunities we sense are there to be taken.

Where We Would Like to be in Five Years' Time

The successful candidate will work alongside the clergy and lay leadership team as an equal partner, a specialist minister and an advocate for this area of ministry and mission. The expectation of the PCC in turn is that, at the end of five years' of the post we will see growth in culture and practice in our ministry to and with children and young people. Signs of such change will be:

- A greater integration between ages in a more consciously intergenerational, and potentially younger congregation, with varied and engaging activities for the 3+ age range during worship;
- Children in our choir will have a deeper encounter with the faith of which they sing, while our culture remains to welcome choristers of all faiths and none;

- The profile of children and young people will be raised, their potential and contributions celebrated, including in leadership roles;
- The relationship between HTSM and HTPD will become more porous, with church members finding ways of serving a school with increasingly diverse population and greater social needs, and school families finding ways into the life of HTSM;
- There will be a team of volunteer leaders ministering to and with children and young people.

This appointment is the PCC's top priority in terms of its resourcing. We are committed to funding this post for at least five years, and are looking for a candidate who wants to commit to that period of time.

Nuts and Bolts: An Outline of the Opportunity and Work Ahead

In place of a job description we offer some reflections on key tasks and challenges that will await the successful candidate. These are shared after engaging with children, young people and their families, alongside key leaders in the parish. A summary concludes this section to provide an initial list of expected work.

A. BUILDING ON EXISTING WORK

Holy Trinity Sunday Morning

Sunday morning at Holy Trinity sees a small number of families with younger children attend as part of the wider congregation. They tend to gather in the Children's Chapel and their time there is warm, welcoming, and relatively unstructured. Additionally, there are often a significant number of boys, girls or teenagers present in the choir. In the past there have been attempts to launch and sustain Godly Play as a resource for Christian education and formation, but a combination of the pandemic and volunteers moving on has meant that there is currently no wider offering of Christian Education for children.

We are hoping you can help us provide more structured Christian education and faith development for children at the 10am service. This may well include time for the children in the choir to step out from the choir for a while to engage with this. There will be a need to build a team of trained volunteers to share in this work. In time we would like to see this grow and extend into different age group gatherings. We are looking for the new minister to bring ideas and new energy to this.

Thursday Café Club (12-18s)

This meets before choir practice on a Thursday early evening - roughly 50:50 choir and non-choir children - and is a relatively unstructured time for our young people, whose lives are often highly structured and pressured. Younger children tend to focus on games and activity, while the older teenagers often simply hang out with their friends. Experiments in some faith-related work (e.g. in Lent 2026 older members of the church are coming in to share their faith stories) has proved welcome in recent years, but the focus is on fun. This work is supported by a small team of committed adults.

We are hoping you will find this a great time for building relationships with our children and young people and find ways of developing it. We are wondering whether this could be extended to two or more groups: 8-11, 12-18 etc.

Thursday Choir Practice & Choir Support

We have been impressed with the way in which research shows how faith can be nurtured in children through choir membership and we are hoping our new Minister will want to support this, while also providing some assistance to the music team on Thursday evenings during choir practice (6.15pm to 8.30pm in different configurations).

We are hoping you will find a role here to be a strong pastoral presence around choir practice, to supervise (and recruit) paid choir chaperones, and to lead with the Director of Music on choir safeguarding – including (typically) on occasions where the choir sing Evensong elsewhere (e.g. Guildford Cathedral). Additionally, once every two years we would invite you to lead the team of choir chaperones who attend the Choir Tour – a week long residency at an English Cathedral (2026: York,

but chaperones are already recruited here; 2028: probably Canterbury). Additionally, working with the Director of Music, we hope you can find creative ways of faith sharing and Christian education around the choir that takes the music being sung as a starting point.

Intergenerational Worship

In a church with a strong choir, there is always a risk that a performance culture emerges, rather than a culture of shared worship and encounter. Research shows that churches that are seeking to become intergenerational in many aspects of their lives are healthier, and we want to explore how to become more intergenerational as a congregation at Holy Trinity. We believe the intergenerational nature of the choir is a good model to build on.

We are hoping you will be committed to that journey and work as part of a team which experiments with ways of being more intergenerational beyond the choir, including a plan our monthly Sung Eucharists, roughly once a month, to take this approach.

Choir Families

As time has gone on, and expectations change, our choir families increasingly come from non-churched backgrounds, and tend to approach choir as one of a number of activities their children do (with a 'drop off and collect' culture). Our goal is to help choir families feel that they belong to Holy Trinity, and to provide ways for them to connect more deeply with our church community and the faith we proclaim.

We are hoping that, in building relationships with children and young people, you will naturally build relationships with our choir families. Key to this is the social aspect of the choir community and we would be looking for this role to include responsibility for social events for choir children, young people and, by extension, their families.

Holy Trinity Pewley Down Schools

These two federated schools have had a long history of committed Christian leadership and have developed a unique culture (the most striking element of which is that teachers are addressed by their first names by students). Recent years have seen a specifically Christian after school club begin at Holy Trinity School (New Life Club) and our curate Clare has recently begun a similar Wonder Club at Pewley Down Infants. Relationships between HTPD and HTSM have perhaps been more at a governance level rather than a relational level in recent years and we are seeking to change that approach by supporting the school, especially as it finds itself responding to a more diverse school body and with a greater amount of parental support required as demographics change.

We are hoping you will be committed to work to foster this relational culture by being a visible presence at HTPD and can work with other key players – the stipendiary clergy, the Head and the Home School Link person – to develop this. We are expecting that New Life and Wonder Club may need some assistance in the coming months as various clergy and parents involved move on. Assemblies will also be part of the work.

Pop-Up Café

St Mary's runs an extremely successful programme for those who do not have English as a first language on a Wednesday morning, called Chit Chat; it's an informal space for people to practise speaking English with others. This runs in term time; on half-term Wednesdays and sometimes in the longer school holidays, an informal gathering for families and children has emerged, called Pop-Up Café.

We are hoping you will join in this work and see how it can best be supported and developed in an environment where Christian faith is not expressed in words but in deeds.

B. NEW IDEAS & CHALLENGES TO FACE

Saturday Gatherings

Consultation with those who currently bring children to church has revealed some hunger for an event of some kind on Saturday, perhaps at St Mary's. This could be something like Messy Church, Godly Play or the equivalent.

While this may not be the top priority in the first instance for the Minister, we do think this is worth exploring, particularly if families from HTPD School or other schools would join in and make the venture viable. We would invite the Minister to be alert to possibilities like this.

Volunteer Recruitment & Formation

Over time the team providing much of what is on offer at HTSM for families and children has dwindled, and in order to build the work, we need to recruit, train, support and encourage volunteers to work alongside the clergy and the new post-holder.

We hope you will have the ideas, energy and skills to encourage people to have a go at supporting and leading in our ministry with children and young people.

Holiday Provision

We can see the value in having at least one week in the school holidays (summer or possibly Easter), where some form of holiday club for children would be worthwhile. Some of our neighbouring churches run such gatherings already and, while we would not want to duplicate work, **we would welcome an exploration of this possibility by the Minister**, either for HTSM/HTPD or in partnership with other churches.

Summary Job Description

- To be the lead minister in our work with young people and children, and to work alongside the wider Ministry Team in connecting with families;
- To lead and develop our Sunday morning offering at Holy Trinity in providing structured faith development and Christian education;
- To lead Café Club on Thursday evenings;
- To be a pastoral presence around Thursday Choir Practices, supervising paid chaperones, engaging with children, young people and families, and to act as Safeguarding Lead for Choir Practices and other events, and the provision of social activities for the choir;
- To work with the Director of Music in the planning and delivery of Choir Tours and other 'away' choir events (e.g. at Guildford Cathedral);
- To work with the clergy and other leaders in the development of a monthly intergenerational act of worship at Holy Trinity;
- To be responsible for the recruitment, training and supervision of volunteers who work with children and young people;
- By invitation, to be a presence in the Holy Trinity Pewley Down Schools community, delivering assemblies, supporting the after-school clubs, and finding new ways of building relationships with children and families;
- To support the Pop-Up Café work at St Mary's;
- To develop an offering in the school holidays, particularly around Easter and the summer break;
- To work with the Ministry Team to develop new opportunities to connect children and young people with the good news of God in Christ;
- To be part of the weekday presence in wider parish ministry, joining in daily prayer, weekly team meetings, and regular Ministry Team meetings.
- To participate in regular supervision with the Rector

Think-Piece: A Bit of Theological Background

HTSM is a parish that is cautious of grand plans and strategies, of mission and vision statements, although we seek to see the face of Christ in all we meet. We therefore do not wish to present candidates with a blueprint or too firm an agenda to work to. Theologically, this is because our approach to Christian mission is rooted in the concept of *missio Dei* – seeing what God is doing and joining in. So while we expect the successful candidate to bring experience, energy and ideas, we do not expect them simply to import things that have worked elsewhere, or attempt to revive things that have been tried here but for which time has passed. We want someone who can discern with us the way ahead in this vital area of our ministry and mission, who is willing to try things and see where the Spirit leads. Our approach to Christian nurture and education with children and young people in the past has been predominantly relational and social, with a hope that through incarnational presence and ‘spiritual osmosis’ the Christian faith will be discovered. We do not want to deny the ongoing importance of this, as much has been achieved in taking this approach; but we recognise that it is insufficient to the moment and the post-Christian-but-curious-culture in which we live (with some evidence of renewed interest in faith and church), so we believe it is important to find ways of speaking and sharing the Christian faith in ways that do not impose, but invite; that is not dogmatic, but is clearly Christlike; that is not just about deeds, but about words as well. In short, our children and young people should know we are a Christian community who can articulate what we believe and share it with them in ways that prompt curiosity, wonder and, God-willing, faith.

The Current Situation in Numbers

Children involved in HT Choir	24
Teenagers involved in HT Choir	36
Children non-involved in HT Choir	18
Number of church families with children	10
Children attending Café Club	28
Numbers of children attending Pop-Up Café	20

What Sort of Person are We Looking For

The following is offered as a person specification. There is a **genuine occupational requirement** that the post-holder be a practising communicant Christian in a mainstream Christian denomination (i.e. recognised by Churches Together in England or the Evangelical Alliance).

Qualities	Essential	Desirable
Christian Faith	A practising Christian, secure in their faith, but open to growth, with an inclusive vision of the Gospel, and able to share faith in an easy, articulate and approachable way. Someone who can help others to live the faith.	Someone who understands the life and culture of the Church of England. Someone with a love of, and a commitment to, worship offered in the Anglican Choral Tradition.
Qualifications	Educated to higher education level (graduate or similar), or able to demonstrate a suitable level of learning required for the role.	A recognised qualification in youth or children's work, or similar, Christian or secular.
Experience	A track-record of working with children and young people in roles that obviously have involved leadership (paid or voluntary)	Already experienced in a paid youth or children's ministry role in a church. Experience of working in schools in paid or voluntary capacities
Knowledge	Evidence of theological and biblical knowledge and of how children and young people grow in faith in the 21 st Century.	Knowledge of Godly Play.
	A good understanding of the world as experienced by children and young people today.	
Skills	Someone who relates well to children and young people, to parents and teachers, and to people from a wide range of backgrounds.	Good understanding of where their strengths lie in relating to specific age groups, etc, and where they are weaker.
	Can work independently, take initiative and lead	
	Team worker who understands their preferred role, and who can build teams, encourage and train volunteers.	A reflective practitioner who can learn from both successes and failures.
	A strategic thinker with good organisational skills	
	A good oral and written communicator	

Qualities	Essential	Desirable
Skills <i>continued</i>	Able to operate within boundaries of confidentiality, discretion that enables others to feel confident of your care for them. Good listening skills.	
	Highly aware and competent in the safeguarding arena.	
Personal Attributes	Attractive personality with a sense of fun	
	Good levels of self-awareness	A maturity that is not necessarily age-dependent
	Good sense of motivation, able to take initiative	Can build vision and consensus
	Willing to work flexible hours, but understands personal boundaries and the need to balance work and recreation	
		Understands the musical and liturgical traditions of HTSM

Terms of Employment

- 37.5 hours per week, worked flexibly across five or six days.
- Salary: £30,000 to £34,950 per annum based on experience
- Pension contributions paid
- Full working expenses paid
- At least one full 24-hour rest period per week (probably either Friday or Monday, with Saturdays often being a day for additional rest, recreation as well as preparation)
- Five weeks holiday per year plus bank holidays, excluding Good Friday (it is expected you will work some weeks during the school holidays)
- A monthly study day is encouraged
- An annual retreat is encouraged, and some funding will be provided
- Enhanced DBS required
- A probationary period of 3 months
- Reporting to the Rector, the Minister will also attend Ministry Team meetings, daily Morning Prayer (online or in person), and the weekly meeting of employed staff.

Applications

The closing date for applications is Friday 17th April 2026 and interviews will be held on Thursday 7th May – the latter which will include some interaction with children and young people when they gather in the late afternoon and early evening.

An application form is included alongside this pack. Applications should be sent to Canon Simon Butler at (rector@htsmguildford.org.uk). **A CV alone is not acceptable.**

Canon Butler is very happy to have informal conversations with candidates prior to applications being submitted.