



**St Paul's**  
Salisbury

# **CHILDREN & FAMILY LEAD**

# **CANDIDATE INFORMATION PACK**





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## LETTER FROM THE RECTOR

Dear Applicant,

Thank you for taking the time to download this pack and find out more about working with us.

The successful candidate for the role of Children & Family Lead will play a central role in the life of the church leading the children and family ministry at St Paul's. We are seeking someone who is passionate about helping children come to faith and equipping them to flourish in their life with Christ. In addition to this you will be someone who inspires and encourages families in their discipleship journey.

St Paul's Salisbury is a lively evangelical Anglican church at the heart of the city, passionate about sharing the good news of Jesus and pursuing Spirit-filled, transformative ministry. The work of the church extends over a large geographical area and is not restricted to the parish boundaries. The church has a staff team of 9, over 100 volunteers and carries out a wide range of community work throughout the week across our three buildings – the Church, Church Centre, and the Hope Centre – with our new Community hub space. Detailed information about the values and basis of faith can be found at [www.stpaulssalisbury.org](http://www.stpaulssalisbury.org). We have recently revisited our vision, strategy and culture, which is being launched this term and will be published on the church website.

St Paul's is a great place to work. We offer a highly competitive remuneration package and are committed to developing our staff professionally. You will also get the chance to meet many of the people who are involved with St Paul's and those we work with in the wider community. As a staff team we do our best to always support each other, and we have a weekly pattern of meeting together at the start of the week, which includes staff led devotions and praying together.

This candidate information pack includes the detailed job description and person specification for the role.

We hope the information in this pack will inspire you to prayerfully consider whether this is the post for you. If you have any questions or would like to informally discuss the role further, please contact my P.A. Dawn Evans by email ([dawn@wearestpauls.church](mailto:dawn@wearestpauls.church)).

Every blessing,

Rev Canon Craig Ryalls  
Rector, St Paul's Church Salisbury

# FLAVOUR OF THE CURRENT CHILDREN'S WORK

## SUNDAYS

**Kingdom Kids** is the umbrella name for the three children's groups that run on a Sunday. After staying in the service with the wider church family, the children aged 2.5 years to 11 head out to the Fisherton Hall for registration and a time of prayer and worship.

The children then split into their 3 group:

- Roots for preschool and reception (ages 2.5-5 years)
- Cogs for those in school year 1-2, (ages 5-7 years)
- Focus for those in school years 3-6 (ages 7-11years)

Across the 3 groups, there are currently 82 children registered. The average Sunday attendance is 31 children. There is also a growing number in the nursery as St Paul's families continue to grow. There is an amazing team of 26 dedicated volunteers who work with the Children and Family Worker to run these groups.

## MID-WEEK ACTIVITIES & RESIDENTIALS

**Ark: Parent/ Carer and Toddler group:** This mid-week group has around 120 on the books and an average attendance of around 35. Ark has an amazing team of 16 people who serve tea, coffee, make cakes, welcome and chat with our parents and carers.

**Lego Bible Club** is held on Mondays between October half-term and May half-term with 13 regular attendees. It is a great time together where God's word is brought to life through playing with Lego.

**Focus Hub** runs after school on a Tuesday for those in school years 3-6, with 14 children currently attending. Fellowship is built by playing games and eating toast but also through unpacking Bible stories together and exploring creative prayer.

**Two residentials** are normally run annually in June and September. These are key experiences for our young people to build friendships and grow closer to God.

## SARAUM ST PAULS'S C of E (VA) PRIMARY SCHOOL

There is a significant relationship with Sarum St Paul's school, supporting the school through collective worship, pastoral support, RE encounter days and school services.

## JOB PURPOSE

01. To lead, develop, and grow the church's ministry among children (0-11) on Sundays and throughout the week, ensuring it reflects the church's vision, culture, and values.
02. To create safe, welcoming, fun and faith filled environments that enable all children to flourish.
03. To nurture the faith of children and young people already connected to the church, in an age-appropriate way, to explore, discover and grow as disciples of Jesus Christ.
04. To build strong relationships with families both in the church and the wider community, encouraging them to join in church life.
05. To strengthen existing outreach opportunities, and identify and create new ones within the children's ministry.
06. To recruit, develop, co-ordinate and inspire a team of volunteer leaders and helpers to run the Children's ministry activities.
07. To maintain and develop a strong relationship with Sarum St Paul's CoE Primary School.

“There is plenty of scope for innovation, creativity and new thinking in this role.”

## RESPONSIBILITIES

### CHILDREN'S MINISTRY (Church Based)

01. Plan, deliver, and oversee engaging, age-appropriate Sunday and midweek children's groups rooted in our discipleship culture (Word, Spirit, Worship, Prayer, Service, Mission).
02. Ensure all teaching supports the evangelistic mission of the church and encourages children to respond to the gospel and grow as disciples.
03. Develop clear discipleship pathways for children, supporting them in their faith journey.
04. Work collaboratively with clergy and staff team to integrate children fully into the life of the church, giving particular attention to transition into our youth.

### EVANGELISM AND DISCIPLESHIP

01. Ensure that our discipleship culture is fully integrated into our Children's ministry.
02. Develop and implement a strategy for reaching unchurched children and families with the gospel.
03. Create opportunities for children to explore and respond to the Christian faith.
04. Provide context and opportunity for children to encounter God in worship and prayer.
05. Equip, encourage and inspire parents and carers to nurture faith at home.

# RESPONSIBILITIES (CONTINUED)

## SCHOOLS MINISTRY AND COMMUNITY ENGAGEMENT

01. Build and maintain strong, proactive relationships with the linked Church of England primary school (Sarum St. Paul's).
02. Act as a visible and trusted Christian presence within the school communities.
03. Lead weekly collective worship at Sarum St Paul's School, co-ordinating school services in church (Christmas, Easter, Harvest, and a Leavers Service), co-ordinate and help lead an annual RE encounter day.
04. Develop missional opportunities that enable school families to connect with our church.

## VOLUNTER RECRUITMENT & DEVELOPMENT

01. Recruit, train, inspire and support a team of volunteer children's leaders and helpers.
02. Provide ongoing training, mentoring, and encouragement to build a healthy and sustainable team.
03. Ensure all volunteers are appropriately safely recruited, and have completed and are up to date with safeguarding training, and are resourced and aligned with the church's vision and values.
04. Foster a culture of teamwork, prayer, and spiritual growth among volunteers.

## SAFEGUARDING & ADMINISTRATION

01. Ensure all children's work is carried out in line with safeguarding policies and best practice.
02. Maintain appropriate records, consent forms, and communication with families.
03. Manage budgets and resources for children's ministry effectively.
04. Participate in staff meetings and contribute to wider church planning.

*“Do you have a passion to nurture faith in Christ in children and young people?”*

# PERSON SPECIFICATION

## ESSENTIAL

- A committed Christian\* with a clear personal faith in Jesus Christ, in agreement with evangelical theology, and the mission of the Church of England.
- A passion for children's evangelism and discipleship.
- Experience of working with children (church, school, or community context).
- Relevant training or qualification in children's, youth, or family ministry.
- Theological and biblical training or willingness to undertake it.
- Strong interpersonal skills, especially in relating to children, families, and volunteers.
- Ability to recruit, lead and develop teams.
- Good organisational and communication skills.
- Understanding of safeguarding principles and commitment to best practice.

## DESIRABLE

- Experience of school's work, particularly within a Church of England setting.
- Experience of developing outreach initiatives.
- Musical or creative skills that enhance children's ministry.

*\*It is an Occupational Requirement under the Equality Act 2010 that the Children & Family Worker is a committed Christian, in full support of the ministries of St. Paul's and at one with St. Paul's ethos, vision and objectives. (See additional information below and [www.stpaulssalisbury.org](http://www.stpaulssalisbury.org)).*

*In determining whether the applicant meets this specification, this will in part, be considered demonstrable by the following additional specifications:*

- *Personal faith in Jesus Christ evidenced by a lifestyle of Christian discipleship*
- *Having a sound Christian prayer life and consistently reading the Bible*
- *Upholding an orthodox and evangelical Biblical stance on relationships, human sexuality, marriage and singleness, and being pastorally sensitive and welcoming to others who hold different views.*

# ABOUT THE POST

## DAYS AND HOURS OF WORK

Full-time (35 hours per week), including Sundays and some evenings.

## SALARY, PENSION & HOLIDAYS

Salary dependent on experience and qualifications is expected to be in the range of £27,500-£32,000 per annum based on a 35-hour week.

Workplace pension scheme with employer contribution of 6.5%.

28 days annual holiday entitlement for full time roles.

## APPLICATION PROCESS

- Closing Date for Applications: Midnight on 8<sup>th</sup> June 2026.
- Interviews will be held on Sunday 28<sup>th</sup> to Monday 29<sup>th</sup> June 2026.
- Please fill in the application form (a covering letter and CV is not sufficient) and return by email to [dawn@wearestpauls.church](mailto:dawn@wearestpauls.church).
- If you would have difficulty with the interview dates then please get in contact at the earliest opportunity.
- This post is subject to a DBS check and receipt of at least two satisfactory references.

Please contact Dawn Evans by email ([dawn@wearestpauls.church](mailto:dawn@wearestpauls.church)) for any questions about the role.

