

JOB DESCRIPTION

JOB TITLE:	Children, Young People and Families Outreach Worker
EMPLOYED BY:	Palmers Green United Reformed Church
MANAGED BY:	Revd Packiaraj Asirvatham, minister of the church.

Palmers Green United Reformed Church is one of three churches in the South and East Enfield pastorate within Thames North Synod of the United Reformed Church and a member of the local Churches Together group.

Our Mission Statement

We are a group of different people looking for
and finding, strength and meaning in God's love.
You will always be welcomed gladly.
We worship and pray together.
We learn about God's love and forgiveness
through Jesus, the Bible and with the help of each other.
Together we will work to make Jesus present
by loving actions done, and by loving words spoken,
in this church and beyond these doors.

Vision and Purpose of the Role

We are looking for a person with a passion for working with children, young people and families to work with the church to reach out to the families of the groups associated with our church and also in the wider community.
Someone to help to integrate these families into a supportive church community; someone who will enjoy creating welcoming spaces where everyone can connect and grow spiritually.

Principal Responsibilities and Duties

- Build on and deepen the relationships we already have with our children, young people and their families.
- Provide meaningful opportunities for our children, young people and families to respond in practical ways to the gospel.
- Develop, in consultation with the minister and elders, styles of worship and other church-based activities that allow children, young people and families to grow in their faith.
- Develop ways to share the gospel with children, young people and families in the church and also in the wider community, including local primary and secondary schools.

- Build on and extend our relationships with church sponsored groups meeting on our premises (e.g. Scouts, Guides, Cubs, Brownies, Beavers) and with groups who hire the premises.
- Design and deliver outreach initiatives that reflect the church's mission and values, fostering inclusion, welcome and mutual support.
- Build relationships in the local community, creating opportunities for connection, hospitality and spiritual exploration and work with local partners to extend the church's reach and impact.
- Report to the Elders regularly.
- Manage and maintain the relevant budget, liaising with the Treasurer.
- Work in partnership with the current team of volunteers in our programme of Christian education.
- Be part of our worshipping community and present at morning worship or with the Junior Church on a Sunday morning at least three times a month.
- Report on your work to at least one Church Meeting per annum.
- Be responsible for organizing your own time and maintaining appropriate records as agreed with your line manager.

Health and Safety at Work

A shared joint office space will be made available at the church but, in addition, you may sometimes be able to work from home with consent from your line manager.

You will be required to take reasonable care of the health and safety of yourself and other persons who may be affected by your acts or omissions at work and to co-operate with Palmers Green United Reformed Church in adhering to statutory safety regulations.

Safeguarding

The Church takes the safeguarding of everyone within the Church very seriously and expects that everyone will work within the Church safeguarding policy. You will be required to apply for and obtain a clear Enhanced DBS with barred-list check certificate before employment commences. You will be required to undertake mandatory safeguarding training modules once your employment has commenced and within your probationary period.

Terms and Conditions

The post is initially offered for a 3 year term of appointment, with possibility of extension, The salary will be £29,000 - £32,000, depending on experience, with annual review. Normal working pattern: 37.5 hours per week over 5 days to be agreed with your line manager. This will involve some weekend working. Your working days will be agreed with the line manager. Appointment will be subject to a clear Enhanced DBS disclosure with barred-list check.

To apply: Please email minister@urcsee.org.uk for an application form or with any queries.

Closing date: 31st October 2026

Interviews will take place in mid-November 2026.

Note: Shortlisted candidates will be sent further instructions regarding a short presentation they should prepare for their interview to demonstrate attributes with a 'P' in the final column of the table below.

PERSON SPECIFICATION

It is a requirement that the person is a committed Christian, who is sympathetic towards the values of the URC as described on the national website under "What is the URC?"

Link: <https://urc.org.uk/about-us/what-is-the-urc.html>

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REQUIREMENTS	ESSENTIAL	DESIRABLE	MEASURE
Education and qualifications	Maths and English at Level 4 GCSE (or equivalent)	Relevant A-levels, e.g. psychology, sociology, biblical studies, art, drama	A Q
		Relevant qualification or training, e.g. in Youth and Children's work, Health and Social Care, Childcare, First Aid, Counselling, Mental Health Awareness	A Q
Experience	Experience in working with children and families	Children, young people and family work experience in a Church setting	A I
		Children, young people and family work experience in more than one setting.	A I
		Experience in mission and outreach projects	A I
	Experience of working in teams of volunteers	Experience in leading a group of volunteers	A I
		Experience in budget management	A I
Knowledge	A good understanding of the Christian Gospel and the ability to apply Biblical teaching to real life.		I P
	Awareness of the range of faith development and expression in children, young people and families.	Experience of different styles of worship	I P

	An understanding of safeguarding principles	Experience of dealing with safeguarding responsibilities	I P
Personal Attributes	Personable and empathetic		I
	A confident communicator		I P
	Cheerful and positive		I
	A committed Christian with values aligned with the URC		A I
Skills and abilities	Good IT skills in Word, Excel, Powerpoint and email.		A I
	Good familiarity with social media, its etiquette limitations and abuse.		I
	Be pastorally aware, understand confidentiality and when to refer.		A I
	Good listening skills		I
	Good personal organisation, time management and prioritisation.		I

A – Application form; I – interview; P – presentation; Q - qualification