



St Andrew Blackadder Parish Church

A Congregation of the Church of Scotland

Family Worker Job Description

Title of Post:	Family Worker (Younger Children) – Part time 0.4 FTE, 16 hours per week.
Employer	The Kirk Session of St Andrew Blackadder Church, North Berwick
Responsible to:	The Minister
Date:	March 2023
Main Purpose of post:	To participate in the mission of God by supporting and developing the congregation's ministry to families with younger children.
Team:	As part of a team which consists of many volunteers and a few people who are paid.

Main Duties and Responsibilities:

The focus of this role is families who have children under the age of eight and involves working both with the parents (or carers) and their children. Throughout this document the term 'families' is to be understood in this way. The age of eight is indicative not prescriptive. It indicates the focus is on working with parents and their children who are either pre-school or in lower primary, while recognising some of these families will include older children and some activities (eg Messy Church) will attract a wider age range of children.

The primary responsibility will be to build on existing points of contact with families of younger children with a view to integrating them more fully into the life of the Church.

In order to achieve this, the Postholder will

- Encourage families to participate in the worshipping life of the congregation.
- Stimulate thinking about adaptations to the worshipping life of the congregation so that more families want to participate in it.
- Find ways of prompting parents to think about Jesus and to create opportunities for them to do this with a view to them choosing to be his disciples.
- Enable parents discover how following Jesus helps with the challenges of family life.
- Work collaboratively with the leaders of church groups working with parents and younger children including Little Angels, Parent Space, Messy Church and Junior Church; to attend these groups regularly and encourage families to participate in them.
- Support and help families as they cope with the complexity of parenting.
- Be aware of opportunities to develop relationships with parents of younger children in the North Berwick Community.
- Generate new ideas to grow the work with younger families and to lead or propose ways in which new initiatives can be led.
- Be missional in intent and practice.

Person Specification

	Essential	Desirable
Skills, abilities and knowledge		
Ability to engage with people who have no church connection and to develop relationships with them.	√	
Broad experience of imaginative ways of working with, connecting to and establishing rapport with children and families.	√	
Experience of sharing the good news of Jesus in both structured and unstructured ways with younger children and their parents.	√	
Experience in participating in worship, in different congregational settings including formal, informal and interactive		√
Experience of generating new ideas to grow the work with younger families and take the initiative to lead and grow the work	√	
An understanding of the issues families are facing today and experience of supporting parents.		√
Ability to communicate effectively with others using highly developed interpersonal skills	√	
Ability to encourage good practice in working with and motivating volunteers	√	
Personal Qualities		
Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010.	√	
Proven ability to work collaboratively with colleagues (both paid and unpaid) and contribute to effective team working	√	
Ability to work flexibly, unsupervised with readiness to use own initiative	√	
Qualifications and Training		
Qualified to degree level, or similar, or accredited training in youth / family work, or significant, recent and relevant work experience in these areas	√	
On-going commitment to continuing professional development including willingness to work towards qualifications and accredited training	√	

Terms and Conditions

- The salary scale will be £27,443 - £31,024 per annum pro rata. The successful candidate will start at point 1 of a 5 point scale and move up the scale in annual increments thereafter.
- Pension. The successful candidate will be auto-enrolled in NEST, which currently requires the employer to contribute 3% and the employee 5% of salary.
- Normal hours of work will be 16 hours (0.4 FTE) per week, which equates to two full or four half days. The nature of the work calls for a degree of flexibility. Hours of work, which will be agreed with the Minister, will vary. This working pattern will involve daytime, evening and weekend work.
- The post is based at St Andrew Blackadder Church, North Berwick. The majority of the work will be in person and involve face to face interaction with people either in the church building or elsewhere within North Berwick.
- Attending worship at St Andrew Blackadder on at least two Sundays a month to participate in activities like Junior Church and Messy Church will be required.
- Term time working is an option the Kirk Session is willing to consider.
- Holiday Entitlement. 29 days per annum pro-rata, including public holidays, in each year which runs from 1 January to 31 December.
- All applicants either need to be a UK national or be able to demonstrate their eligibility to work in the UK.
- In view of the nature of the post, the postholder will be required to have and retain membership of the Protecting Vulnerable Groups Scheme (PVG) in relation to working with children.

Further information can be obtained by calling the church office (open 9 am to noon, weekdays) on 01620 895233, or by emailing admin@standrewblackadder.org.uk

How to Apply

Applications should be sent by email to admin@standrewblackadder.org.uk

Applications should comprise:

- **A personal statement**, outlining how your skills, experiences and personal qualities match the requirements of the role outlined in the job description. Please include names and email addresses of two referees, who will not be contacted until later in the process.
- **A full CV**, including educational and professional qualifications alongside a full employment history showing positions held, responsibilities and relevant achievements. At least one referee should be able to comment specifically on your Christian commitment and participation in the life of a congregation.

Applications without a personal statement and CV will not be taken forward. Each document should be a maximum of 2 sides of A4.

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