



Purley Baptist Church

ASSISTANT CHILDREN & FAMILIES WORKER

Location Purley Baptist Church, Banstead Road, Purley CR8 3EA

Part-Time 24 hours per week

Salary-London Living Wage: £18,500 (69% FTE £26,940)

Closing date Applications will be reviewed as they are received. We reserve the right to close this vacancy early should a suitable candidate be identified, therefore early applications are encouraged.

This committed and enthusiastic Christian will have a genuine heart for helping children and families grow in their faith and participate fully in church life. You will use your strong communication and organisational skills and experience working with children, to build trusted relationships with families, volunteers and colleagues from diverse backgrounds. You will work with the Children & Families Workers to provide support in encouraging and equipping families in their discipleship of children, strengthening children's involvement across all congregations, and expanding outreach to families in the local community.

PBC is affiliated with the Baptist Union of Great Britain. This position requires the successful applicant to be a practicing Christian, in full agreement with the Evangelical Alliance Statement of Faith. A DBS disclosure will be required. The role requires flexibility in working hours including working during evenings and on weekends.

KEY RESPONSIBILITIES

Work with the Children's & Families Workers to support key areas of ministry to children and families. These being:

1. Ministry Development

- Support the development and growth of the ministry to children and families across all Sunday congregations
- Help establish and develop Life Groups that are accessible and relevant for young families
- Take an active role in the parent and toddler group
- Contribute to the planning and delivery of outreach events for children and families
- Encourage children to participate meaningfully in Sunday services and wider church life
- Play an active role within the wider staff team, contributing to shared vision and goals

2. Discipleship & Pastoral Care

- Provide support for parents and carers as they nurture the spiritual growth of their children
- Provide appropriate pastoral care to children and their families, including participating in visits to families with the pastoral team
- Help promote a welcoming, inclusive environment for families from diverse backgrounds

3. Compliance

- Help manage the implementation of the safeguarding policy and procedures
- Contribute to a culture of vigilance, care and best practice in safeguarding

4. Community Engagement & Networking

- Develop relationships with local primary schools, participation in collective worship
- Help build connections with other churches and children's workers, exploring opportunities for partnership
- Help establish links with local community groups to support families

OBJECTIVES

1. **Develop participation and outreach.** Support the growth of an engaging children and families ministry across all congregations, increasing meaningful participation in church life.
2. **Strengthen discipleship and pastoral support.** Equip and encourage parents and carers to nurture their children's faith, while helping to provide welcoming, inclusive and appropriate pastoral care for children and families.
3. **Build safe and effective partnerships.** Promote excellent safeguarding practice and develop productive relationships with volunteers, local schools and community organisations to extend support for children and families.

PERSON SPECIFICATION

Essential

- A committed Christian, in agreement with the Evangelical Alliance Basis of Faith and the Baptist Union Declaration of Principle
- A growing personal faith demonstrated through prayer, Bible reading and Christian living
- Knowledge and practical experience of safeguarding in a church or similar context
- Experience of working with children and leading children's groups
- Ability to build positive relationships with children from diverse backgrounds
- A collaborative team player with a positive and servant-hearted attitude
- Strong organisational skills, with the ability to plan and prioritise effectively
- Ability to motivate, encourage and develop volunteers
- Excellent written and verbal communication skills
- Basic IT competence, including Microsoft 365, SharePoint, Windows 11

Desirable

- Current Level 2 Safeguarding certificate
- Current First Aid certificate
- Experience of using social media and digital tools for ministry and communication
- Relevant children and families' ministry training

OUR CULTURE, VALUES & BELIEFS

We support our staff by promoting a positive work-life balance. This includes an inclusive working environment, weekly supportive and informative staff meetings, access to training and development, generous annual leave, a non-contributory workplace pension scheme (8% of salary), cycle to work scheme, eye test vouchers and opportunities to contribute to a meaningful church community.

We are a multi-cultural church and staff team. PBC is at an exciting stage in its development with growing numbers across three congregations and a strong desire to live out our vision: Building Authentic, Courageous, Generous Christian Community. We long to see children and families flourish in faith, grow in their relationship with Jesus, and feel fully part of the life of Purley Baptist Church. This role is an exciting opportunity to help shape and grow a vibrant, outward-looking ministry at a key time of development. Find out more about us at www.purleybaptist.org/about.