



# Youth and Young Adults Minister Information Pack

Holy Trinity & St Saviour's Church

Knaphill with Brookwood

[www.htandstschurch.org](http://www.htandstschurch.org)



# Youth & Young Adults Minister

Full Time, £24,000 - £27,000pa plus pension (depending on experience & qualifications)

**Holy Trinity & St Saviour's, Knaphill with Brookwood, Woking, Surrey**

We are looking for an engaging, energetic, passionate, creative, pastoral, self-motivated leader who has a heart to see young people (11-18 yrs) & young adults (18-25 yrs ) transformed by Christ, in the power of the Holy Spirit, and equipped to serve him in growing the Kingdom. A leader with the energy and experience to build upon the existing youth work as well as grow the ministry and bring about new initiatives.

Holy Trinity & St Saviour's are two Anglican churches in one parish based in the communities of Knaphill and Brookwood in Surrey. Both are seeking to see people come to discover Jesus, live the full life that Jesus brings and give it away to those around them.

This is an exciting time to join our team and church family as we have set our goal to reach out to families and young people in our community.

The focus of this role is to lead our youth work, developing our 11-18 strategy as we aim to grow the Kingdom among young people in our community and church family. You will be responsible for nurturing our team of volunteers, planning, developing youth internships (recruiting and supervising) to assist in the work. The four key areas of responsibility are: Leadership; Discipleship; Outreach; Pastoral Care which are expanded upon in the full job description.

This is a full-time post with flexible working week (40 hours per week) which will include Sundays, with some daytime, evening and weekend hours, with at least one full day off a week.

If you would like to know more and have an informal conversation with our Vicar, Neil, please do contact our parish office on 01483 473489

For further details about the role, including the job description, person specification, and application form please contact Holy Trinity and St Saviour's Office on 01483 473489 or visit our website <http://www.htandstschurch.org/>

**The deadline for applications is 12pm on Monday 20 April 2020. Interviews will be held 1-3 May 2020.**

*Holy Trinity & St Saviour's are committed to safeguarding children and adults and expects all staff and volunteers to share this commitment. We follow the Diocese of Guildford Safe recruitment practices. The successful applicant will be required to complete an enhanced disclosure (with barring data) check prior to commencement of the role.*

*There is a genuine occupational requirement that the appointee to this post should be a Christian with a living faith, able to recommend Christ from personal experience of His grace (part 1 of schedule 9 to the Equality Act 2010)*

## YOUTH & YOUNG ADULTS MINISTER PERSON SPECIFICATION

We're looking for a leader with;

### Skills & Abilities

#### *Essential:*

- Competency in IT and social media applications
- Ability to think strategically to develop both short and long term plans
- Strong communication skills across the age groups including handling of confrontation and conflict resolution
- Ability to offer pastoral care i.e. personable and friendly with different people whilst maintaining appropriate boundaries
- Clear leadership gifting especially the ability to initiate new ideas and see them through to completion
- Self-motivated to work independently and able to manage your time effectively
- Effective and collaborative team member

#### *Desirable (but not essential):*

- Experience of working in a Christian ministry
- Affinity with Charismatic Christian practice.
- Leadership experience of 'small group' work with young people
- Line Management responsibility for volunteers

### Qualifications & Experience

#### *Essential:*

- Relevant theological or youth work qualification
- Significant practical experience of youth work, including experience of leadership of youth work.
- Understanding of contemporary culture specific to youth.
- Completion of current and satisfactory outcome of enhanced DBS check, including barred list check.

#### *Desirable (but not essential):*

- Paid Youth Work experience
- Experience in dealing with young adults work.
- Experience in a leadership role

## Character

### *Essential:*

- A mature Christian faith with beliefs, values and practices which are consistent with those of Holy Trinity & St Saviour's.
- Passion to see young people meet Jesus, and to encourage their discipleship.
- To be able show spiritual maturity and the desire to keep growing in your faith.
- Adopt a lifestyle and spiritual disciplines that enable you to maintain a healthy personal spiritual life and grow in spiritual maturity.
- Willingness to learn

### *Desirable (but not essential):*

- To be familiar with and endorse Anglican practices.



## YOUTH & YOUNG ADULTS MINISTER

### JOB DESCRIPTION

**Role:** In line with the vision of the Church - *Living the Full Life: Discover It, Live It, Give It Away* - to develop, lead and grow the church's ministry with young people and young adults (11-25yrs old) within the community and beyond.

#### JOB SUMMARY

- To direct the current youth ministry by developing, leading & overseeing the youth ministry from Years 6 to 13 in line with our church vision.
- To start and develop a ministry to young adults (18-25 yrs old) within the area.
- To develop the pastoral care and spiritual growth of young people & young adults within the church and in the community so that all live full lives in Jesus Christ and inspire others to do the same.
- To initiate a youth intern programme that supports and grows the work among young people.
- To develop the gifts of the young people & young adults, inspiring them to be active members of the church family, while proclaiming the gospel and leading others to faith in Jesus.

#### KEY RESPONSIBILITIES

##### Leadership

*The Youth & Young Adults Minister will:*

- Direct youth ministry and a volunteer team working to fulfill the church vision of 'Living the Full Life: Discover it, Live it, Give it away.'
- Encourage the church to recognise and embrace the young people as part of the church family today and create an environment where their gifts and faith flourish alongside the whole church family.
- Develop an intern programme, appoint and supervise a youth intern to work within the youth ministry.
- Oversee, lead and co-ordinate the team running youth specific Sunday worship and teaching
- Oversee, lead and co-ordinate the team that runs weekly activities, clubs and discipleship groups for young people.
- Build and maintain relationships with other youth workers and agencies to innovate and deliver youth work in the Woking area.
- Respond to opportunities for new forms of youth ministry as they arise.
- Initiate new ways of engaging with young adults with the Christian faith.

## Discipleship

*The Youth & Young Adults Minister will;*

- Nurture a culture of embracing the power and work of the Holy Spirit within the youth ministry & future ministry to young adults, enabling them to discover spiritual gifts and live out their faith every day.
- Develop and train young people & future young adults to take leading and serving roles within the church (e.g. holiday club, worship group, audio-visual support)
- Help young people make the connection from social youth clubs to living an active faith in Jesus.
- Develop, provide and run residential activities for young people of all ages throughout the year.
- Be involved in wider church activities, including social events and encourage youth & young adult participation.
- Develop ministries, in partnership with the Children & Families minister and vicar, to facilitate the transition from childhood to youth to adulthood.
- To nurture discipleship with students returning to the church/ community during vacation time.

## Pastoral Care

*The Youth & Young Adults Minister will;*

- Provide pastoral care;
  - work with our safeguarding officer, referring to outside agencies as necessary.
  - in partnership with pastoral team.
- Ensure that teams are appropriately supported
- Communicate clearly with families/carers & wider church
- Understand, manage and implement the day-to-day safeguarding requirements according to the Diocesan safeguarding policy.

## Outreach

*The Youth & Young Adults Minister will;*

- Provide opportunities for young people to be involved and grow in mission and evangelism.
- Build upon existing relationships in Winston Churchill school and others where appropriate.
- Be evangelistic and initiate new outreach to young adults missing from the church.

## Team Membership

*The Youth & Young Adults Minister will;*

- Be personally committed to communal worship at Holy Trinity or St Saviour's (minimum of once a month)
- Work in partnership with other members of staff.
- Provide half yearly reports to the PCC on progress.
- Undertake training as required in consultation with the vicar.
- Fulfil such other tasks as the PCC/ Vicar may require - any duties commensurate with the post
- Be a team member by attending staff meetings and staff training.
- Manage annual Youth budget

## REPORTING

- To the Vicar & PCC

## TIME

This is a full-time post with flexible working week (40 hours per week) which will include Sundays, with some daytime, evening and weekend hours, with at least one full day off a week. The Youth & Young Adults Minister will be expected to become part of the Holy Trinity & St Saviour's Church family participating in wider church activities that young people and young adults are present. This will include regular worship at the church and a leading role in services as directed by the vicar.

## TRAINING

Each staff member is expected to make full use of appropriate internal and external training opportunities with the prior agreement of their line manager/ vicar.

## ANNUAL REVIEWS

The Youth & Young Adults Minister will be expected to participate in an annual review and appraisal process.

## REMUNERATION

The starting salary is £24,000 - 27,000 depending on experience. The PCC operates a Workplace Pension Scheme with Peoples Pension. Reasonable expenses are reimbursed promptly.

## HOLIDAYS

20 days holiday excluding Bank Holidays. This will increase by an extra day per year for every year of service up to maximum of 25 days. Bank holidays may be given in lieu if they are worked, e.g. Christmas Day and Good Friday.

*We are part of the Church of England within the Diocese of Guildford.*

*We are members of the Evangelical Alliance and connected to the New Wine movement*

# Living the Full Life

DISCOVER IT • LIVE IT • GIVE IT AWAY

*We are convinced that Jesus changes lives and gives life,  
so we want to help each other to...*

## DISCOVER IT

As a church we want everyone to discover the life that  
Jesus offers.  
[John 3:16-18]

## LIVE IT

We believe that as we passionately pursue Jesus He  
walks with us in the reality of life and the Holy Spirit  
helps us to live a full life everyday; in the good & the  
bad, the joy & the pain, the successes & failure.  
[John 14:15-31 / 16:12-15]

## GIVE IT AWAY

We want to reveal God's love by radically loving  
and serving our family, friends, colleagues,  
community and world.  
[John 13:1, 17, 34 / Romans 12:9-21  
James 2:26 / Mark 12:30-31]



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# Living the Full Life

## Our Family Values

### A PURSUING LIFE

We eagerly pursue the fullness of life that Jesus offers, constantly seeking our lives to be transformed by the Holy Spirit so we become the people He wants us to be.

### A CONFIDENT LIFE

Living in the knowledge and life of Jesus Christ means we live with a new confidence in who we are. A confidence that renews our identity, our strength and our character.

### A BIBLE FOCUSED LIFE

Because the Bible is God's word we seek to shape our lives around it so that our lives reflect its values, principles & truths.

### A SPIRIT-FILLED LIFE

As well as equipping us to reveal the Kingdom of God in our world; the power of the Holy Spirit continually renews our lives to experience and live the full life that Jesus promises.

### A JOYFUL LIFE

Having a full life in Jesus means we know how to have fun. God wants us to enjoy his good gifts and be joyful.

### A PRAYING LIFE

We are a family who sees prayer as essential to see God's kingdom here on earth just as it is in heaven. So we are a community who prays together.

### A WORSHIP ORIENTATED LIFE

Worship is important to us. All we do is worship to God. When we gather together as a community we spend time worshipping Him for who He is and what He has done in our lives.

### A COMMUNITY CENTRED LIFE

People are important to us and we want to build genuine, real and honest relationships where everyone feels supported, encouraged, empowered, safe and loved.

