

**What does it look like if the job is done well?**

The YM will be able to demonstrate a growing and healthy community of young people (school years 6 to 13) whose relationships' are being transformed by God.

**Who are you accountable to?**

The PCC via the Vicar as Line Manager.

**Who are you accountable for?**

Those volunteers serving across the various groups for young people and young leaders up to the age of 18.

**What are your main tasks?**

- Working with the existing Youth team of volunteers to continue to develop the strategy for youth work that fits with St. James' Church's overall vision and strategy.
- To grow the existing weekly youth group #hungry. Depth and numbers.
- Leading residential and day trips
- To have oversight of and continue to develop the weekly group for year 5 & 6 'Thirsty.'
- To deliver at least one act of collective worship in Rowledge Primary School per half term.
- To build and maintain a strong leadership team including young leaders, delegating responsibility to team members and ensuring training needs are identified and met.
- Develop and maintain good relationships with parents and carers.
- With the Vicar and other key leaders, developing Sunday worship to be engaging for young people (13 years +).
- To be available for an average of 8 hours per week (as part of your normal working week) to work with the Farnham Christian Community Trust (see <https://www.fcct.support/>) to develop and maintain the ministry provision to local secondary schools. In fact this work tends to be mostly around Christmas and Easter.
- To ensure a smooth transition from the children's work into the Church's youth provision.
- To ensure that the youth work at St. James' is regularly profiled to the congregations and wider community by various methods of communication (social media, community and local news, etc.) and to contribute to the development and content of the Children's and Youth section of the Church website.
- To be on the worship rota (including leading, preaching and praying).

**You are also part of St. James' Church staff team. In the region of 10% of time will be spent on staff team responsibilities. These include:**

- Fulfilling the Church's responsibilities with regard to Health and Safety matters including working with the Safeguarding Officer to ensure our legal requirements are met.
- Assisting with preparing annual budgetary forecasts for young people's ministry including capital items and to manage budget within agreed spending limits.
- Communicating and working effectively with the Vicar, Churchwardens and Church Administrator.
- In conversation with the Vicar you will create opportunities for your own personal development – including spiritual, leadership and skills development.
- Continually seeking to discover and equip new leaders and provide regular training opportunities for people in your areas of ministry.
- Generating, implementing and reviewing vision, strategy and structure for the Church in its entirety as well as your area of ministry.
- Networking, as appropriate, with the Diocese of Guildford, organisations, community groups, local churches and other key individuals.
- Live out and communicate effectively the values and vision of St. James' Church, be proactive in resolving conflict, and pray regularly for the work of the Church.

**What are the expectations in terms of time and meeting attendance?**

- This post is full-time (40 hours per week). No additional payments will be made for overtime worked.
- Unless excused by the Vicar you be expected to attend all Monday morning staff meetings and Wednesday morning prayers.
- You will meet with the Vicar for an hour every other week.
- Attend part of a PCC meeting at least twice a year to discuss with them your area of ministry.
- To take your full holiday entitlement of 21 days (plus bank holidays) per annum including four Sundays.
- To commit to taking a period of Sabbath rest not less than 24 hours in any given week (days to be agreed).
- To take one retreat day per term (in addition to your rest day) which will be treated as a normal working day with regard to pay. Reasonable expenses may be claimed.
- To attend to your own need for mentorship, spiritual direction and counselling as appropriate – reasonable time and expenses will be reimbursed for this.