



## Youth, Student and Young Adults Leader Role Description

<b>Title</b>	Youth, Students and Young Adults Leader
<b>Contract</b>	Fixed term until 31 December 2027.
<b>Basis of employment</b>	Full time working hours are 35 hours per week. We are open to discussion with candidates interested in part-time hours, subject to a minimum 0.5 FTE. The role will require some weekend and evening working.
<b>DBS Check required?</b>	Yes
<b>Reports to</b>	Vicar
<b>Key Relationships</b>	Operations Director; Verger; Children & Families Leader; Parish Administrator; Churchwardens; Treasurer; Southwell & Nottingham Diocese YLC Apprentice Track Lead
<b>Location</b>	St Mary's in the Lace Market, High Pavement, Nottingham
<b>Special conditions of employment</b>	There is a genuine occupational requirement for the post holder to be a communicant member of the Church of England or a member of the Churches Together in Britain & Ireland.
<b>Date written</b>	March 2025

### I. Job Purpose

In line with the diocesan vision for growing compassionate, confident and courageous disciples of Christ, the Youth, Student and Young Adults Leader (YSYAL) will lead St Mary's in developing and implementing programs to engage people aged 18 - 30 in the life of the church and help them explore and grow in faith.

While this will involve some building on what is already in place, the church recognises that its current provision for this age group is limited. The role will therefore include helping the church review and improve the welcome it offers younger people and is likely to focus significantly on creative outreach to those not yet engaged with the church and establishing clear pathways for them to grow in a relationship with Jesus and life of discipleship.

## **2. Accountabilities**

### **a. Outreach and Engagement**

- Build relationships with schools, colleges, and universities to promote opportunities to explore a life of faith through church activities and events.
- Develop and implement outreach strategies (including a digital strategy) to connect with students and young people in the city of Nottingham.
- Promote and advertise opportunities for young people at St Mary's to explore faith.
- Ensure young people attending St Mary's for the first time or expressing an interest in doing so are properly welcomed and integrated into the life of the congregation.
- Advocate for young people in the life of St Mary's and the wider church and ensure provision for them is integral to planning.

### **b. Program Development**

- In collaboration with St Mary's ministry team and other members of the church, develop and lead a program of that enables young people to belong, grow in faith and live as disciples of Christ. The program should include opportunities for social activities, study, worship and practical service.
- Plan occasional special events e.g. day trips, retreats, attendance at conferences or festivals.

### **c. Mentoring and Pastoral Support**

- Recruit, encourage and support volunteer leaders to assist with programs and activities.
- Where appropriate, provide pastoral care, mentoring, guidance and support to young people in their personal and faith journeys.

### **d. Safeguarding**

- Complete a satisfactory DBS check and all required safeguarding training.
- Observe all relevant safeguarding policies and practices at all times.
- Report immediately any concerns that may arise.
- Foster a safe and inclusive environment where all young people feel valued and supported.
- Engage in regular pastoral supervision and seek assistance and support promptly when it is needed.

### **e. Communication, Collaboration & Administration**

- Creatively use social media and other digital platforms to advertise the life of St Mary's and opportunities for young people within its life.
- Collaborate with those leading other aspects of church life to remove barriers which make it difficult for some young people to become members of St Mary's and help integrate the involvement of young people in the broader church community.
- Maintain regular communication with young people, the ministry team and volunteers regarding activities and events.
- Efficiently and effectively undertake all administrative tasks associated with the role, including the management of an allocated budget.

#### **f. Ministry Team Member**

- Participate fully in meetings of St Mary's Ministry Team, as required.
- Attend such other meetings as are relevant.
- Attend worship regularly at St Mary's including Sunday services and weekday Morning Prayer as agreed with the vicar.
- Assist, as necessary, with the work of the Ministry Team, especially at busy times.

#### **g. Personal Development**

- Give due attention to your own faith and personal development, through regular prayer, study and retreats.
- Engage in training and networking events to develop knowledge and skills relevant to the role.

### **3. Outcomes**

#### **a. Outreach and Engagement**

Through personal approach and a creative digital strategy, St Mary's builds strong relationships with key institutions and is widely known as a church which nurtures young people. Young people who come to St Mary's are warmly welcomed and integrated into the church's life, and helped to grow in faith and discipleship.

#### **b. Program Development**

A range of regular activities enable young people to find welcome and friendship at St Mary's and have space to explore / grow in their Christian faith and life of discipleship.

#### **c. Mentoring and Pastoral Support**

There is a reliable team of people to assist with programmes / activities for young people. Volunteers feel equipped, valued and supported for the work they do.

Young people seeking personal or spiritual guidance are safely and sensitively helped.

#### **d. Safeguarding**

The YSYAL promotes a safe culture and working practices at St Mary's and acts at all times in a way that ensures the safety and wellbeing of others.

#### **e. Communication and Collaboration**

The YSYAL works effectively with all key stakeholders to promote matters of relevance to young people and ensure they are able to integrate fully into the life of the church community.

#### **f. Personal Development**

The YSYAL is recognised as someone who makes serious efforts to live out an authentic Christian life. He / she is willingly engaged in personal and professional development that enables them to carry out their role effectively.

#### **g. Ministry Team Member**

The YSYAL engages willingly with the wider ministry of St Mary's and plays a full part in the ministry team, including regular attendance at worship.

### **4. Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Personal Characteristics</b>	<p>Warm, genuine and generous Christian faith which inspires young adults in their walk with God.</p> <p>A collaborative, inclusive approach that sees value in people of all backgrounds, lifestyles and beliefs.</p> <p>Creative and entrepreneurial in approach.</p> <p>Passionate about reaching young adults not currently in church, and drawing those on the fringes into deeper engagement.</p> <p>Comfortable in your own spiritual gifts and the ability to develop spiritual gifts in others.</p> <p>Prepared to take risks, make mistakes and learn from them.</p>	
<b>Competencies and Skills</b>	<p>Ability to help young adults connect with Jesus and develop in their faith.</p> <p>Ability to inspire people to volunteer young adults ministry.</p> <p>Excellent communicator particularly with young adults.</p> <p>Ability to work as part of a team, able to support and bring out the best in colleagues.</p> <p>Competent user of MS Office.</p>	<p>Familiarity with Canva.</p> <p>Confident user of social media to engage wider audiences and promote relevant church activities.</p>

<b>Qualification and Experience</b>	<p>Educated to GCSE standard or equivalent level of work experience.</p> <p>Experience of working with young adults.</p> <p>Experience of designing and leading planned activity programs</p>	<p>Experience of working with young adults in a church setting.</p> <p>Relevant experience in theology, ministry, or a related field.</p>
<b>Knowledge and Understanding</b>	<p>Knowledge of the strategies to be employed to encourage young adults to become members of the worshipping community.</p> <p>Good understanding of the principles of Safeguarding of Children and Vulnerable Adults, and willingness to develop a thorough working knowledge of safeguarding.</p>	
<b>Special Requirements</b>	<p>Willing and able to work flexibly, recognising that Church life does not fit normal office hours. You can expect to work some evenings and weekends and to attend and participate in meetings/events.</p>	

## Terms of Employment

**Contract length:** This is a fixed-term post until 31 December 2027.

**Probationary period:** Employment will be subject to successful completion of a probationary period of 6 months.

**Working hours:** Standard working hours are 35 hours per week. We are open to discussion with candidates interested in part-time hours, subject to a minimum 0.5 FTE. The role will require some weekend and evening working. It is expected that staff members will be active members of Church including Sunday services. Flexible working essential according to the needs of the role and responsibilities

**Holiday:** 20 days' holiday plus Bank Holidays (pro rata for part-time posts).

**Salary:** In the range £25,800 - £27,200 (*pro rata* for part time) depending upon experience, paid monthly in arrears

**Pension:** Membership of the Church of England Pension Scheme (Church Workers Fund) with 5% contribution rate by both employer and employee.

**Expenses:** All reasonable expenses will be reimbursed.