

KIDS PASTOR
St Paul's Carlton

JOB PROFILE

Title:	Kids Pastor
Contract:	Fixed term 6 months with possibility to extend 2030
Reports to:	Vicar
Location:	St Paul's Carlton
Basis of employment:	Full time – 35 hours per week
DBS check required? (Yes/No)	Yes
Special conditions of employment	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.
Date written/updated	July 2025

PURPOSE OF ROLE

To develop a Kids (0-11 yrs) Ministry (St Paul's Kids) initially within the Parish, reaching and discipling children in St Paul's Carlton, but subsequently extending outreach into the surrounding areas by working in partnership with other churches and ministries.

MAIN RESPONSIBILITIES

- Provide strategic leadership of the kids ministry under the authority/guidance of the leaders of the church with the aim of creating new kids & families missional initiatives to reach and disciple families in the local area.
- Work closely with the leaders to establish a vision for discipleship of kids and families at the heart of St Paul's.
- Pastoral care of children (0-11s) at St Paul's.
- Develop and establish a thriving kids and families ministry with an average of 50 'new' children engaged in weekly events at St Paul's - whether that is Sunday Worship, or another ministry during the week.
- Plan and prepare curriculum and resources for 0-11s for St Paul's Kids on Sundays, with a focus on discipling each child to have a relationship with Jesus and know how to follow him.
- Recruit, build, train and run a volunteer kids ministry team, releasing the gifts in other members of the congregation to disciple 0-11s at St Paul's on Sundays and throughout the week.
- Oversee the children's and families budget working with the operations manager/leaders/treasurer to run it effectively.
- Work with the operations manager/leaders/treasurer to explore possible funding opportunities to further the development of the ministry.
- Explore opportunities alongside the leaders to start new kids and families outreach across the communities of Carlton and Colwick- possibly in schools.

- Establish and grow links with local schools to include leading assemblies, special events, services and supporting the delivery of lessons.
- Ensure all safeguarding policies and procedures are adhered to in all working practices.
- Work alongside the wider staff team on key objectives to serve the wider community.

ROLE DIMENSIONS

Budget management (where relevant)	Monitoring St Paul's Kids' budget
People management	Line management of other volunteers
Key relationships – internal	Vicar PCC
Key relationships – external	Diocesan Lead for Growing Younger Disciples (Children & Youth Lead) Local Schools Other children's organisations in the local area Other Table network Kids Pastors

PERSON SPECIFICATION

	Essential	Desirable
Personal Characteristics	<p>A heart and passion for the worship of Jesus Christ, working itself out in a daily walk with Jesus, underpinning a lifestyle of integrity and a commitment to personal growth.</p> <p>Passionate about kids and families walking with God in their everyday lives.</p> <p>Passionate about reaching children and families not currently in church.</p> <p>Confident in operating their own spiritual giftings and the ability to develop spiritual gifts in others.</p> <p>Prepared to take risks in mission, make mistakes and learn from them.</p> <p>Ability to help children and families connect with Jesus and deepen their relationship with him.</p> <p>Ability to inspire people to volunteer in the children and family's ministry.</p>	<p>Ability to innovate and imagine creative methods in reaching previously unchurched children</p>

PERSON SPECIFICATION

	Essential	Desirable
Competencies and Skills	<p>Ability to prioritise safeguarding training and learning and to ensure this is prioritised across the wider team.</p> <p>Ability to identify other related training and learning required across the wider team. Retaining and being able to provide training data as required.</p> <p>Excellent communicator particularly with children and families.</p> <p>Ability to help children and families connect with Jesus and develop their faith.</p> <p>Ability to inspire people to volunteer in the children and families ministry.</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 Microsoft office products (Word, Excel etc).</p>	<p>Willingness to attend training and learn new skills as required. Ensuring these are kept up-to-date.</p> <p>Ability to use Church Suite.</p> <p>Ability to use Canva.</p>
Qualifications and Experience	<p>Educated to A level standard or equivalent level of work experience.</p> <p>Demonstrable experience of working with children and families.</p> <p>Demonstrable experience of leading and developing others including volunteers.</p>	<p>Demonstrable experience of children and family work in a church setting.</p> <p>Relevant qualification.</p>
Knowledge and Understanding	<p>Working knowledge of the strategies employed to encourage children and families to become members of the worshipping community.</p> <p>Demonstrable understanding of the principles of Safeguarding of Children and Vulnerable Adults, and ability to develop a thorough working knowledge of safeguarding.</p>	
Special Requirements	<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

Work pattern	<p>Standard working hours are 35 hours a week.</p> <p>Core working hours for this role are Mondays, Wednesdays and Sunday mornings. The remainder of the 35 hours can be worked flexibly between Monday to Friday.</p> <p>The role holder will need to be flexible to work on certain key dates within the church calendar, including:</p> <ul style="list-style-type: none">• Sunday Services• Christmas & Easter services• Weekends away & Summer Festivals <p>Where additional hours are required for such events, these can be reclaimed as TOIL.</p>
Salary	<p>The salary range for this role is £28,154 -£31,285 depending on experience. Plus, up to 6% pension.</p>
Holiday	<p>25 days holiday per annum plus 8 bank holidays</p>
Probation	<p>6 months</p>