

UNDER 18's MINISTRY LEADER
ST MARTIN'S CHURCH SHERWOOD, NOTTINGHAM

JOB PROFILE	
Title:	Under 18's Ministry Leader
Reports to:	Vicar
Location:	St Martin's Church, Sherwood, Nottingham.
Basis of employment:	Full time – 35 hours per week, 2 year fixed term.
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 lead the development of our Under 18's Ministry within the church and Parish, reaching and discipling children from birth to 18.

MAIN RESPONSIBILITIES
• Emerging generations strategy development: Work closely with the vicar and volunteer children's & youth teams to develop and implement a clear under 18's vision, strategy and effective Growing Disciples under 18's plan for those within and those outside the church. • Oversight of Children's ministry: This will include re-imagining and re-launching our Sunday morning children's ministry groups, school's ministry and how we reach out to local children and including oversight and running of our toddler group ministry. • Oversight of youth ministry: Running a weekly youth group and bi-weekly youth life-group. Finding ways to reach out to young people within the parish. Developing links with our local secondary school. • Together with the Leadership and Pastoral team, work with and children and young people and support their families as need may arise. • Create great volunteer teams. • Ensure all safeguarding policies and procedures are adhered to in all working practices.

ROLE DIMENSIONS	
Budget management (where relevant)	
People management	Volunteer youth team.
Key relationships – internal	Vicar, Leadership Team, youth work volunteers.
Key relationships – external	Other churches in the mission area Local Secondary Schools and Primary School Diocesan Lead for Growing Younger Disciples, Growing Younger Trainer & Enabler, Operations Facilitator & Project Support Officer.

PERSON SPECIFICATION		
	Essential	Desirable
Personal Characteristics	Passionate and vibrant personal Christian faith which inspires children and young people in their walk with God. Passionate about reaching under 18's not currently in church. Comfortable in operating their own spiritual giftings and the ability to develop spiritual gifts in others. Prepared to take risks and in mission, make mistakes and learn from them. A strong sense of fun and a good sense of humour.	
Competencies and Skills	Ability to help under 18's to connect with Jesus and develop in their faith. Ability to inspire people to volunteer in the under 18's ministry. Excellent communicator particularly with under 18's. Ability to work as part of a team, able to support and bring out the best in	

	colleagues and volunteers. Able to delegate and work as part of a team. Competent user of Microsoft office products (word, excel etc). Able to manage and use time effectively.	
Qualification and Experience	Educated to GCSE standard or equivalent level of work experience. Experience of under 18's work both in and outside of a church setting. Experience of leading volunteers.	Experience of leading young people in worship (plays an instrument or can inspire young people using YouTube for example) Has taken young people under 18's residential of some kind. Experience of youth work in a school setting.
Knowledge and Understanding	Knowledge of the strategies to be employed to encourage under 18's into becoming members of the worshipping community. Good understanding of the principles of Safeguarding of Children and Vulnerable Adults, and willingness to develop a thorough working knowledge of safeguarding.	
Special Requirements	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.	

TERMS OF EMPLOYMENT	
Work pattern	Standard working hours are 35 hours per week. It is expected that staff members will be active members of our Church choosing to make your home with us here at St Martin's. Flexible working essential according to the needs of the role and responsibilities.

Salary	£23,660 - £27,684 per annum (depending on experience) Plus 8% pension contribution.
Holiday	25 days holiday per annum plus 8 bank holidays.
Probation	6 months