



Kids and Families Lead

The Parish of Wiverton in the Vale:

*Colston Bassett, Cropwell Bishop, Elton, Granby cum Sutton, Langar cum Barnstone,
Tythby cum Cropwell Butler*

JOB PROFILE

Title:	Kids and Families Lead
Contract:	Permanent although only currently funded for 1 year with possibility to extend subject to funding.
Reports to:	Rector
Location:	Across the villages in the Parish of Wiverton in the Vale: <i>Colston Bassett, Cropwell Bishop, Elton, Granby cum Sutton, Langar cum Barnstone, Tythby cum Cropwell Butler</i>
Basis of employment:	Part Time – 18 hours per week
DBS check required? (Yes/No)	Yes, enhanced DBS
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	June 2026

PURPOSE OF ROLE

We believe following Jesus is the best thing anyone can do with their lives, and all ages are invited to a life in him. This is a great opportunity to join in as we reach out to children and their families inviting them to know the transforming love and power of Jesus Christ. We are ready to build on foundations that have been established over the last few years, and we recognize that 'the harvest is plentiful' especially as our younger population has expanded with new housing developments.

We already have strong relationships with a church school and two other primary schools within the parish. We lead a weekly all-parish group for under-5s and their parents and carers. We also have a monthly Family Praise service - a space for families to worship together, planned and led by several young parents.

We have taken the courageous step to pool the funds available to our six individual churches to employ a Kids and Families Lead for 18 hours per week across the parish. This person will build on existing work in our schools, church groups and services, and reach out to young families in the community.

MAIN RESPONSIBILITIES

LEAD & VISION

- Lead the development and implementation of the children and families' vision in partnership with the Rector.
- Work closely with the Rector to develop and implement a clear children & families discipleship pathway.

DISCIPLESHIP AND MISSION

- Work with the Rector to develop and deliver a programme of teaching, worship, and prayer for children across the parish.
- Develop and deliver creative and engaging assemblies and acts of worship in all 3 primary schools helping children to explore the Christian faith and connect with God.
- Create opportunities for preschool and primary-aged children to encounter God through worship, prayer, teaching, creativity and community.
- Oversee and develop children's provision at special church services, seasonal celebrations and outreach events for children and young families.
- Work with the Rector to develop a creative vision beyond school assemblies, such as faith exploration, after-school evangelism, pathways to Alpha or age-appropriate discipleship.
- Develop opportunities to engage families with little or no existing church connection and encourage their participation in the life of the church.
- Develop existing and lead new initiatives that engage children and young families within both the church and wider community.

TEAM & VOLUNTEER DEVELOPMENT

- Encourage and develop existing kids' team volunteers.
- Identify, recruit, train and develop new kids' team volunteers.
- Organise rotas and monthly kids' team meetings.

FINANCIAL MANAGEMENT

- Oversee the children's and families budget working with the Rector and treasurer to run it effectively.
- Work with the Rector and treasurer to explore possible funding opportunities to further the development of the ministry.

SAFEGUARDING

- Ensure all safeguarding and Health and Safety policies and procedures are adhered to in all working practices.
- Work closely with the Parish Safeguarding Officer, ensuring DBS and Safer Recruitment is followed for all volunteers.
- Keep accurate registers, permission forms and incident forms.

WIDER ENGAGEMENT

- Work together with the staff team and key volunteers to model church culture, engage with training, and further key objectives to serve the wider community.
- Contribute to the wider operations and vision of the church where needed.

ROLE DIMENSIONS

Budget management (where relevant)	Monitoring children/families' budgets
People management	Line management of volunteers including recruitment, training, and encouragement
Key relationships – internal	Rector as line manager. PCC & Staff Team Family Praise Team Friday Playgroup Team

Key relationships – external	Schools within the Parish including: Langar CofE Primary School, Cropwell Bishop Primary School and Colston Bassett School. Diocesan Support: Lead for Growing Younger Diocesan Support: Children & Youth Work Trainer & Enabler TABLE Churches East Midlands Kids Workers Other children's organisations in the area
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PERSON SPECIFICATION		
	Essential	Desirable
Personal Characteristics	• Passionate and vibrant personal Christian faith which inspires children and families in their walk with God. • Passionate about reaching children and families not currently in church. • Comfortable in operating their own spiritual giftings and the ability to develop spiritual gifts in others. • Committed to lifelong learning and seeking out training and feedback opportunities. • Prepared to try new initiatives, take risks and in mission, make mistakes and learn from them. • Organised, self-motivated and able to work to deadlines.	
Competencies and Skills	• Ability to create spaces of encounter for children and families to grow in relationship with Jesus and develop in their faith. • Ability to inspire people to volunteer in the children and families and youth ministries. • Ability to line manage well, enabling people to flourish and to deal well with conflict. • Clear and confident communicator particularly with children and families. • Self-motivated and able to work creatively and imaginatively on their own. • Ability to work as part of a team, able to support and bring out the best in colleagues.	
Qualification and Experience	• Educated to A level standard or equivalent level of work experience. • Experience of working with children and families. • Experience of leading/developing others including volunteers. • Willingness to attend training.	• 2 + years' experience of children and family work in a church setting. • Relevant qualification
Knowledge and Understanding	• Growing understanding of discipleship pathways for children and young families. • 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. • Due to the rural nature of the role applicant must have a driving licence and access to own car. • Any appointment will be dependent upon successful DBS checks and references.	
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TERMS OF EMPLOYMENT	
Work pattern	Standard working hours are 18 hours per week. Hours spread across 3 days per week (to be agreed with Rector) plus Sundays. The role holder will need to be flexible to work on certain key dates within the church calendar, including: • Sunday services • Christmas & Easter services • Weekends away & summer festivals Time off in lieu will be given where appropriate. Flexible working essential according to the needs of the role and responsibilities.
Salary	The salary for this role is £15,000 for 18 hours per week. Plus, 6% pension contribution (+2% minimum from employee) .
Holiday	25 days' annual leave plus 8 bank holidays per annum, pro rata. For this 18 hours per week role, this is equivalent to 17 days' paid leave per year. A maximum of 6 Sundays per year may be taken as annual leave, subject to prior agreement.
Probation	4 months