



Assistant Youth and Worship Pastor Job Pack

Welcome to St Paul's



We're delighted you're interested in applying for the role of Assistant Youth and Worship Pastor here at St Paul's. This is a one year post, as we seek to invest in our youth and worship ministry during a time of transition as a church. You'd find yourself in a highly supportive environment, with fantastic colleagues, committed and gifted volunteers and excellent resources.

We're confident this is a fun place to be and that this is a great opportunity for someone gifted in relating to young people, in teaching the Bible and sharing their faith, inspired by the Holy Spirit, as well as in using their worship leading skills. Working under our Associate Minister, you'll have the opportunity to grow in your gifts, obtain valuable leadership experience and contribute significantly to the life of the church, during an exciting time of change.

We look forward to hearing from you!

A handwritten signature in blue ink that reads "Tom". The signature is stylized with a long horizontal line underneath the name.

*Tom Darwent
Vicar (leaving August 2024)*

St Paul's Church Centre
Crawley Ridge
Camberley
Surrey GU15 2AD
Tel: 01276 700219



St Paul's is a charismatic evangelical church, with a real passion for God and a real hunger to listen to him through his Word and his Spirit. We know God has called us to live radically; we know too that we do this best when we love, support and pray for each other, and work together in unity. With great preaching and a commitment to vibrant, informal worship and prayer ministry, we attract people from a range of denominational backgrounds. The church membership of approximately 250 includes many families, some of whom have joined in the last two or three years with little former Christian background.

We strongly believe in every member ministry and affirm that every Christian has a ministry of the Holy Spirit to offer to the body of the church. We have a congregation with many gifts (both natural and spiritual) and the development, training and use of these gifts are at the heart of our Christian life. The youth ministry is no exception and we are used to the young people and children of St Paul's having prominent roles in the life of the church. This has been particularly through our worship ministry or our all age services.

We have a united and gifted staff team, with an Associate Minister, three lay ministers, a Children's and Families' Pastor as well as a planting minister and curate based at Heatherside and our more recent church plant in Deepcut. It's a great place to work and a great church to be part of – we'd love you to apply!

STAFF TEAM

Outgoing Vicar - Tom Darwent
Associate Minister – Sophie Lovesmith
Planting Minister - Daniel Natnael
Curate – Heather Valetta
Children and Families' Pastor – Bethany Larby
Administrator - Helen Vince



WHERE WE ARE



St Paul's Church, Camberley is situated about 30 miles south west of London on the border between north west Surrey, north east Hampshire and south east Berkshire. The parish is entirely residential with a population of around 8,000 people. The membership of St Paul's includes many "professional" people, as well as army families, both serving and retired. New people and families are drawn constantly into the life of St Paul's.

Camberley itself has a population of about 30,000 divided between five Church of England parishes, which have excellent working relationships as a group, and regularly share opportunities in ministry and outreach. Ecumenical relationships are dynamic with all ten of the local church leaders meeting weekly to pray and resource mission activity.

Camberley town centre has a theatre and multi-screen cinema, a very modern covered shopping mall and a railway station (Waterloo about one hour). The Meadows retail park on the edge of the town provides additional larger shops. In Camberley there are excellent schools, including three large comprehensive schools. There are various local sports facilities, including several golf courses. Frimley Park Hospital, rated outstanding by the Care Quality Commission, is about two miles from the church.



We aim for our youth work to create opportunities for young people to meet and belong, through offering a variety of groups and activities. Currently we run Youth Cell on Sunday mornings for school years 7-9, during the 10:30am service and a Youth Club on Thursday and Friday evenings, including some from unchurched backgrounds. The Thursday and Friday evenings include some spiritual input as well as games and other activities, and will normally make use of the whole of our modern church centre. We are also heavily involved in The Point, a Sunday evening youth congregation which involves at least seven local churches. Nothing is set in stone though, and we look forward to our new Youth Minister contributing fully to the ongoing vision for The Point.

There are also many exciting possibilities in terms of other joint activities with other local churches, as well as in schools ministry. We already work closely with Camberley Youth for Christ (CYFC) and other local churches in the town's three local comprehensive schools. We have a common vision that all young people in Camberley would have the opportunity to hear the gospel in ways appropriate to them and we aim to build better relationships not only with the pupils but also with the schools' staff.

In summary, we feel there is massive potential to grow this ministry and you would be given all of the support you would need.

JOB DESCRIPTION

Title: Assistant Youth and Worship Pastor

Responsible to: The Vicar (when in post) or the Associate Minister and the PCC

This is a 37.5 hour per week, one year post. Details of salary working hours, holidays, pension and sickness entitlement contained in the terms and conditions of employment.

Purpose

The purpose of this role is to:

- Provide vital support for the youth and worship ministries.
- Establish a new youth provision for 11-14 year olds on Sunday mornings, parallel to the 10.30am service
- Provide leadership and co-ordination to our worship ministry, growing heart-felt worship across our 10.30am congregation
- Grow and develop our existing ministry among 11-18 year olds & help support their families to support their children;
- To ensure that all young people within the life of the church are disciplined, growing in their personal faith with Jesus and have opportunity to explore and use their God-given gifts
- In collaboration with Camberley Youth for Christ and other local parishes, to focus on schools' engagement, schools' ministry and wider community events
- To work with other local parishes in leading the existing cross-church Youth Hub
- Support the wider ministry of the church, especially in practical ways during the working day.

St Paul's Church, Camberley, is currently in a period of transition. This post is therefore for one year only.

TASKS & RESPONSIBILITIES

YOUTH MINISTRY AT ST PAUL'S

To take a lead role in growing and developing our existing ministry among 11-18 year olds including:

- Planning material, sourcing resources, planning termly rotas etc
- Playing a regular part in leading and teaching in these ministries
- Recruiting, developing, encouraging and leading youth ministry volunteers
- Liaising with parents and carers regarding supporting their young person as required
- Pioneer a new Sunday morning 11-14 year olds group, parallel to the 10.30am service, leading the group fortnightly and helping build a VOLUNTEER team to provide co-leadership and leadership on other weeks

YOUTH ADMINISTRATION

- Keep accurate records of all 11 to under 18s who take part in activities at St Paul's including up to date registers, contact details, allergy information and consent forms
- Communicating with parents and young people about youth and wider church activities
- Ensure you and the youth leadership teams are aware of and comply with all relevant safeguarding requirements

CROSS-CHURCH / SCHOOLS' WORK

- Take an active role in working in the local secondary schools under the umbrella of Camberley Youth for Christ.
- Be a member of the leadership team for The Point (under the umbrella of Camberley Youth for Christ). Play a key role in the leadership of The Point
- Be a member of the leadership team and play a key role in organising and leading the cross church Youth Hub held on Sunday evenings
- Report any safeguarding concerns or allegations to the appropriate safeguarding lead

WORSHIP MINISTRY AT ST PAUL'S CHURCH

- Lead worship at our 10.30am service at least twice a month
- Co-ordinate our Sunday worship teams, gathering the team for prayer, review and training on at least a termly basis and ensuring consistency and new song development across the bands.
- Monitor the technical aspects of Sunday worship provision, providing support and direction to the PC and PA teams when necessary

OTHER DUTIES

- Supporting the Children and Families' Pastor and Associate Minister in ensuring the ongoing flourishing of our children and families' ministry, including Tots Praise, essential schools ministry and seasonal outreach events.
- Providing practical and technical support to other areas of church ministry, where needed, especially during the working day
- Attend regular meetings with the Line manager / Ministry Co-ordinator and the wider staff team;
- Participate fully in ongoing professional development; identifying and participating in suitable training courses in youth, worship or tech ministry

PERSON SPECIFICATION

The postholder MUST be a committed Christian, with a personal, vibrant relationship with Jesus. He/she must ensure personal spiritual growth and recognise the need for prayer, reflection, study and dependence on the Holy Spirit.

You will be provided with a work-focussed mentor to support in personal development, time management and leadership skills. You will also be given time off to attend a paid, annual spiritual retreat and we will finance participation in relevant aspects of the diocese's 'First-Timers' youthwork training or suitable alternative training courses.

In addition they should:

- Have a heart for leading young people to Christ – churched and unchurched.
- Be enthusiastic, outgoing, energetic and motivated to disciple young people and children.
- Build on their experience of working within youth ministry and in organising, planning and running an effective programme in formal and informal settings.
- Have a good understanding of the Bible and basic Christian teaching
- Be able to lead worship confidently and passionately, tailored to the needs of the context/congregation
- Have a good basic understanding of the technical aspects of worship ministry and be willing to invest in developing that knowledge and skill
- Have excellent communication skills – with young people, parents, musicians, members of the congregation, volunteers and church leaders.
- A willingness to get to know and be known by a broad swathe of the congregation.
- Be a competent IT user, at ease with the use of media and social networking
- Be able to plan, organise, co-ordinate and set priorities.
- Be a creative and imaginative thinker.
- Be prepared to work flexibly, as the needs of the job require, across a range of church ministries
- Be a team player, able to work well with colleagues
- Have the ability to recruit, train, inspire and support volunteers to build a strong team.

- Have a good understanding of young people the challenges they face
- Have a desire to promote youth and worship ministries within the church setting.
- Show experience of outreach work and demonstrate the ability to strengthen links with schools and the wider community.
- Have a sound knowledge of Safeguarding procedures.
- Obtain Enhanced Disclosure from the Disclosure and Barring Service.
- Hold a first aid certificate or be prepared to undertake training.
- Hold a current driving licence.

Occupational Requirement

- This post has an occupational requirement for the post holder to be a Christian and to become a worshipping member of St Paul's church community.

Key Terms

Contract: A comprehensive 'terms and conditions' of the role will be issued, including the items below and other details such as notice period, procedures for sickness absence, grievance and disciplinary arrangements.

Start Date: Subject to negotiation. The post is permanent subject to a 6 month probationary period.

Office: Your normal place of work will be the Church Centre, St Paul's Church, Camberley, GU15 2AD. Desk, equipment, systems and technology will be provided in your shared office.

Work Pattern: You will work a five day week with staff meetings held each Monday. It is expected that Tuesday will be your day off (subject to negotiation with your line manager). More detail is in the full terms and conditions of employment.

Holiday: 5 days plus 5 Sundays. This includes the inside of the week after Christmas and Easter when the church is closed. This totals 25 days annual leave based on a five day week work pattern.

Exception to Holiday: Attendance at key festivals, by arrangement with your line manager will not be regarded as annual leave.

Retreat: Attendance at a retreat of up to 5 days is permitted annually without being counted towards holiday entitlement.

Pension: If you currently contribute to a pension scheme an employer contribution (currently set at 4%) will be made to that. Alternatively, a workplace pension scheme will be set up for you.

Transport: A clean driving licence will be required.

DBS: Appointment to the post is subject to a satisfactory DBS and all references, which will be pursued, are satisfactory.

GOR: *This post conforms to the general occupational requirement (GOR). The Employment Equality (Religion or Belief) Regulations 2003, Section 7, subsections 2 and 7(2) in regard to Christian ethos. The criteria are set out in other role documentation. The successful candidates must reflect through attitude and action both the presence of the Spirit and the beliefs and of the Christian church within the working environment and the life of the church.*