

## Children & Families Worker Role Description

The Church of England is committed to promoting a safe environment and culture for children, young people and vulnerable adults.

The individual appointed to this role will be expected to work within the policy and procedures of the relevant safeguarding policies and attend all required safeguarding training.

<b>Name of church/body</b>	<b>St Andrew's Church, Eaton, Norwich</b>
<b>Role title</b>	<b>Children &amp; Families Worker (Maternity Cover)</b>
<b>Main purpose of the role</b>	<ul style="list-style-type: none"> <li>• To inspire children and families at St Andrew's Eaton and the wider community to build relationships with God and with each other, and to help them discover their place in the church and the wider world, with an emphasis on Bible-based teaching, prayer and Christian lifestyle.</li> <li>• To lead and supervise volunteers, encouraging all those involved to build relationships with one another and with God.</li> </ul>
<b>What you will be doing</b>	<ul style="list-style-type: none"> <li>• Building on established excellence in planning and delivering creative programmes of teaching and outreach.</li> <li>• Building on existing excellent relationships with external organisations such as local schools and Scout groups.</li> <li>• Facilitating the growth of existing groups and activities for those already active in church life, as well as those currently on the periphery.</li> <li>• Liaising with those involved with similar areas of work at Christ Church Eaton and other local churches, to plan and deliver agreed joint events.</li> </ul>
<b>When and where you will be doing it</b>	Various locations within the Eaton district of Norwich, and based at St Andrew's parish office.
<b>Disclosure &amp; Barring Service (DBS) Requirements</b>	Enhanced DBS check.
<b>Who you will be responsible to</b>	Vicar of St Andrew's Eaton.

<b>Training requirements</b>	Church of England modules in safeguarding awareness, safeguarding foundation and safeguarding leadership.
<b>Support you will be given</b>	Full induction programme for the first fortnight of your employment. Regular (at least monthly) supervision sessions with your line manager. Your line manager will ensure you are conversant with the PCC's Health and Safety Policies along with all relevant emergency procedures.
<b>General information</b>	<ul style="list-style-type: none"> <li>• Starting salary £11,326-12,000 p.a., plus agreed expenses.</li> <li>• Probationary period of 3 months.</li> <li>• This post requires evening and weekend work, usually including Sundays.</li> <li>• Holiday entitlement: 25 days pro rata in addition to statutory holidays. Holidays should normally be taken out of school term times.</li> <li>• Pension arrangement: 5% employers' contribution.</li> <li>• The postholder will work in a number of different locations but will be based at the Eaton Parishes Office.</li> <li>• The postholder will work within the safeguarding policies of St Andrew's Eaton and the Diocese of Norwich.</li> </ul>
<b>Schedule of appointment</b>	Closing Date for Applications: Friday 3 June 2022 Date of Interview: Monday 13 June 2022 Start Date: 1 September 2022 (or as soon after as possible)

**St Andrew's Eaton is a signatory  
to the Children, Youth and Families Charter  
of the Diocese of Norwich**

Created by: Rev'd Phil Rodd  
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