



THE CHURCH OF SCOTLAND

MINISTRIES COUNCIL

JOB DESCRIPTION

Title of Post:	Youth Ministry Leader – Aberdeen West-End Joint Churches Youth Ministry (Holburn West, Rubislaw, Queen’s Cross and Midstocket)
Responsible to:	This is a Ministries Council Appointment, but you will be responsible to the Chair of the Management Board who will be a Minister of one of the four churches on a rotation basis.
Date:	June 2018
Main Purpose of post:	To reach young people in Aberdeen’s West End with the good news of God’s love in Jesus Christ To encourage, nurture and help these young people to develop a growing relationship with Jesus Christ To reach out and demonstrate in practical ways the Church’s care for and support of young people in Aberdeen’s West End To help young people develop their social consciousness and commitment to peace and justice through education, experience and opportunities for service

Background

This is an exciting project in which four churches in the West End of Aberdeen are joining together to recruit a Youth Ministry leader who will be primarily responsible for the leadership and development of a new Youth Ministry (Aberdeen West End Joint Youth Programme) centred on young people in the community of secondary school age.

Main Duties

1. Lead and develop Youth Ministry centred on young people in the community of secondary school age;
2. Develop the work of the chaplaincy team at Aberdeen Grammar School;
3. The Youth Ministry Leader will develop a leadership programme which will recruit a group of young people involved in the ministry along with young people and adult

members of the congregations to help develop, design and deliver the ministry objectives.

4. Engage in outreach in the community;
5. Provide pastoral care to young people and their families as required;
6. Recruit and train (adult) voluntary youth leaders, following the policies and procedures of the General Assembly and the Kirk Sessions concerning the protection of children and young people;
7. Participate in worship and associated activities as required in the relevant churches;
8. Liaise with the Aberdeen West End Youth Ministry Executive who acts for the interests of all Congregations;
9. Develop networks / partnerships with other Churches and Organisations locally;
10. Oversee the use of the Church premises and be responsible for all associated administrative tasks including security, maintenance and finance accountability; when fulfilling the remit of the job's duties requires it.
11. Communicate to the Board in the form of a quarterly written report in advance of meetings on a quarterly basis;
12. Play an active part in the annual Team Report submission to Presbytery
13. Contribute to the Ministries Council appraisal process.
14. Willingness to contribute to worship and associated activities
15. Carry out other duties as required from time to time by the Management Group.

Person Specification: Youth Ministry Leader

	Essential	Desirable
Skills, abilities and knowledge		
Experience of working with young people and an ability to engage with young people including those with little or no church connection.	✓	
Experience in working in a school environment, contributing to a school chaplaincy team with experience in planning and delivering suitable material		✓
Experience of supervising / mentoring young people	✓	
A commitment to partnership working, maintaining and developing links with other churches and organisations locally	✓	
Awareness and supportive of equality and diversity issues	✓	
Basic project management skills	✓	
Good IT skills, including the ability to use Microsoft Word, Excel, PowerPoint, the internet, including website design and develop communications and other such materials		✓
Demonstrable ability to encourage good practice in working with and motivating volunteers.		✓
Awareness of Safeguarding procedures for the protection of children	✓	
Experience in young people's outreach	✓	
Knowledge of areas of interest for young people e.g. music, sport etc.		✓
Ability to carry out effective and empathetic pastoral care	✓	
Personal Qualities		

Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010.	✓	
Ability to communicate effectively with others using appropriate interpersonal skills	✓	
Ability to work collaboratively with colleagues and contribute to effective team working		✓
Ability to work unsupervised with readiness to use own initiative	✓	
Positive and enthusiastic with ability to enthuse and encourage others	✓	
Qualifications and Training		
Qualified to degree level, or similar, or accredited training in Youth Work or significant, recent and relevant work experience in these areas	✓	
Ongoing commitment to continuing professional development including willingness to work towards qualifications and accredited training.	✓	

Terms and Conditions: Youth Ministry Leader

- The salary scale will be £24,630 - £27,843 per annum. The successful candidate will start at point 1 of a 5-point scale and move up the scale in annual increments thereafter.
- Normal hours of work will be 37.5 hours per week. The nature of the work calls for a degree of flexibility, thus hours of work, which are as agreed with the Parish Minister, may vary from day to day.
- The post holder will initially work from home, while appropriate office space is being identified and arranged. Space for meetings, events, etc will be available at one or more of the participating Parish Churches.
- There are 5 weeks annual paid leave in each full holiday year which runs from 1 January to 31 December. Entitlement is based on full weeks worked. There are also 9 statutory holidays.
- Travel expenses by public transport or by use of own car at rates as agreed by your Employer and reviewed annually. Car mileage will be paid by the Employer in the first instance and re-claimed from the congregations on a quarterly basis.
- In view of the nature of the post, the postholder will be required to have membership of the Protecting Vulnerable Groups Scheme.

Further information can be obtained from the Rev Dr Robert Smith 01224 314773 or the Rev Scott Rennie 01224 322549.

Closing date: 12 noon Thursday 26 July 2018

Please complete both [Application Form A](#) and [Application Form B](#) from the website and send to recruitment@churchofscotland.org.uk