



St Paul's Church, Leamington Spa

Student Worker (Fixed Term) Job Description

Main Purpose

The Student worker works with the Curate to oversee St Paul's ministry with Students in line with our vision and values, including discipleship and outreach. They are involved in the recruitment, equipping and oversight of leaders to work with students, and the equipping and enabling of the church to reach out and disciple students.

Accountability

The Student Worker will be accountable to the PCC as employer through their line manager the Curate. The person will work in close co-operation with the senior leadership of the church, ministry and office staff, and church volunteers.

Terms and Conditions

- Part Time - 16 hours per week - including substantial weekend and evening work. This is a fixed term contract of up to 12 months starting in August 2019.
- Salary Scale - £20,640 - £25,801 (FTE) (depending on experience) plus up to 5% matched pension contribution.
- 5 weeks annual leave, plus bank holidays – not to be taken in university term time (except in exceptional circumstances).
- This post requires an enhanced DBS disclosure.

Duties and Responsibilities

The following areas will be within the scope of the post, which focuses on students. The Student Worker will be responsible for deciding with their line manager the prioritisation of these.

1. Vision and Values

- a. To work with the Curate to continue to develop a vision to provide opportunities for students to hear about and experience the love of Jesus, and to develop initiatives to maximise these young people's potential.
- b. To seek to engage the wider church community in prayerful and practical support.

2. Discipling Students

- a. To oversee the work with students at St Paul's, and take particular responsibility for oversight of our main student session (Students @ 5) on Sundays and the student weekends (End of Term A and B).
- b. To know and be known by the students who attend St Paul's and encourage them in their faith and in using their gifts both inside and outside church.
- c. To exercise active pastoral concern for students, including the building of good relationships and referring students to specialist help when appropriate.
- d. To oversee the student mentoring scheme, working with the Curate to find appropriate mentors for all students who would like them.
- e. To oversee the 'adopt a student' scheme at church, linking up students with church families.

- f. To be a positive and appropriate role-model to the students.

3. Building up and supporting leaders

- a. To work with the Curate in recruiting and training leaders to work with students, supporting and equipping them in developing their skills and gifting.
- b. To work with the Curate in the planning, co-ordination and supervision of groups, events and weekends away to ensure they are adequately resourced and well run.
- c. To work with the Safeguarding Advisory Group to ensure that St Paul's meets the requirements of relevant safeguarding legislation, Church of England guidelines and general good practice regarding the safeguarding of vulnerable adults.

4. Reaching out

- a. To be responsible for and present at the start of term for 'church search' events and student welcome on Sundays.
- b. To be involved in the Christian Union (CU) on campus when invited, and particularly assist the CU with their mission weeks.
- c. To support and equip students serving on the executive committee of the CU where appropriate.

5. General duties

- a. To be a fully committed member of St Paul's Church.
- b. To play a full role as a member of the staff team taking part in staff meetings, retreats, "all- church" activities etc. where time allows.
- c. To maintain good contacts lists and accurate information on the church website.
- d. To provide reports of work as requested.
- e. To continue personal development through reading, appropriate training events and suitable courses of study.
- f. To undertake any other duties that may reasonably be required of this post holder.

PERSON SPECIFICATION FOR POST OF STUDENT WORKER

	Essential	Desirable
Christian Experience and knowledge		
Committed and baptised Christian, involved in church activities	x	
Willingness to work within the authority structures of the Church of England and to become a full member of St Paul's	x	
An evangelical Christian who is prayerful & open to the renewing work of the Holy Spirit and one who holds to traditional church beliefs and teaching in matters of faith and conduct	x	
Personal Qualities		
A heart for students and a vision for Christian student ministry	x	
Able to handle, with competence, a demanding and varied workload	x	
Well motivated, able to take initiative, to plan and carry out work without close supervision	x	
Good inter-personal and communication skills: able to work with a diverse range of people	x	
Positive team member, assertive when necessary	x	
Excellent self-management, time management and prioritisation	x	
Complete confidentiality and trustworthiness	x	
Skills / Experience		
Three A levels or equivalent		x
Relevant student work training/qualification or significant experience in leading student ministry		x
Demonstrable Biblical knowledge and ability to share this with students	x	
Proven ability to teach, train and disciple students with a wide range of backgrounds and church experiences		x
Proven ability to lead, build and equip effective volunteer teams		x
Proven ability to engage and enthuse students		x
A comprehensive understanding of the issues which affect this age group		x
Good IT skills & the ability to organise your work and working environment	x	
Ability to communicate with young people, parents and church members, including leading services and preaching where appropriate		x
Other		
Willing to undergo enhanced DBS disclosure	x	
Car owner / driver		x
Physical ability to carry out the demands of the job	x	