ST PAUL'S
+ST FAITH'S
+BRENTFORD
+YOU

Children's Pastor ROLE DESCRIPTION
Parish of Brentford

We're praying and looking for the right person to join the Parish of Brentford team as our Children's Pastor (Diocese of Kensington, London). We are looking to appoint someone part-time (3 days per week) and are offering a salary dependent on experience.

1. BRENTFORD

Brentford is a developing, multi-cultural area of West London, very close to Kew Gardens and Chiswick, a short drive from Osterley House and Gardens, with excellent transport links into central London. It has a real sense of community, great schools and a Premier League football club.

2. THE PARISH & STAFF TEAM

We're a lively, open evangelical (inclusive) Church of England Church in Brentford, West London. Our vision is to build community where people meet Jesus, and our values are that everyone is welcome, everyone matters, and everyone's involved.

We are two churches (St Paul's and St Faith's) serving one parish of around 40,000 people, supported by a committed staff team and a growing church family. We are passionate about helping children and families encounter Jesus, grow in faith and become active members of the church community.

You will be part of a supportive staff team which includes: our Rector, Operations Manager, finance team, three curates (two are non-stipendiary), a Senior Youth and Children's Pastor, a Youth Apprentice and Jo who runs Spire Café.

The successful candidate will work closely with the Staff team and volunteers to develop and grow our POB KIDS ministry for children aged 0-10 and their families.

3. TRAINING, SUPPORT & DEVELOPMENT

We are committed to helping our staff flourish spiritually and professionally. We will encourage you to access relevant training, networking opportunities and spiritual support, with an agreed budget for professional development.

4. CHILDREN AND FAMILIES MINISTRY – KEY RESPONSIBILITIES

The Children's Pastor will lead and develop ministry amongst children and families across the Parish of Brentford, helping children discover God's love, grow as disciples of Jesus and become fully involved in the life of the church.

The role combines leading existing ministries, developing new opportunities for mission and discipleship, recruiting and supporting volunteers, and helping families feel welcomed, connected and valued.

AIMS AND OBJECTIVES

1. To oversee and develop children's ministry throughout the parish in line with the church's vision and values.
2. To build strong relationships with children and families both inside and beyond the church.
3. To provide engaging, creative and Bible-based teaching for children.
4. To recruit, equip and encourage volunteers serving in children's ministry.
5. To develop missional, outreach opportunities that connect local families with the church.
6. To work collaboratively with the wider staff team in the mission and ministry of the parish.

DUTIES AND RESPONSIBILITIES

1. Leading POB KIDS Ministry

- Lead and oversee Sunday morning POB KIDS ministry at the 10.30am service. This includes the rota, managing volunteers, planning sessions and overseeing this ministry amongst 0-10 year olds.
- Evaluate session content, teaching curriculum and resources and ensure they are fulfilling their purpose across all age groups
- Ensure children are welcomed, cared for and encouraged in their faith.
- Work with parents to support children's spiritual growth at home.
- Develop opportunities for children to participate in wider church life.
- Be part of the Collective worship rota, doing assemblies at least 2-3 times a term at St Paul's primary school for key stage 1 and 2.

2. Families Ministry & Outreach

- Lead and develop Kids Café on Tuesday mornings.
- Build relationships with local families through community engagement e.g. an after school club or holiday club.
- Develop new opportunities to connect with families who are not yet part of church.
- Encourage families to move from occasional contact into deeper involvement with church life.
- Lead and coordinate seasonal outreach events (See specific list of events below)
- You may also be asked to help at our youth drop in Three30 and at other youth events e.g. REACH

3. Kids Team Management and Leadership

- Recruit, train and support Kids Ministry Team.
- Create healthy, fun and committed volunteer team culture.
- Ensure rotas are organised, and volunteers are equipped and encouraged.
- Provide pastoral support and/or appropriate signposting for team members.

4. Events

Help plan and lead key events. Events currently in place:

- Experience Easter

- Experience Christmas
- All-age services throughout the year (including 7 over the summer all age series, Nativity at Christmas, all-age Palm Sunday, Harvest and others).
- Christmas schools roadshow
- Easter schools roadshow

5. Administration

- Plan and organise ministry resources.
- Maintain communication with families.
- Work with ChurchSuite where appropriate.
- Manage the agreed ministry budget.
- Communicate effectively, responding to emails and comms as promptly as possible.
- Attend staff meetings and contribute to the wider life of the parish.
- Produce a brief annual report for the APCM.

6. Safeguarding

- Ensure all children's ministry follows Church of England safeguarding policies and best practice.
- Work closely with the Parish Safeguarding Officer.
- Ensure volunteers are safely recruited and appropriately trained.

PERSON SPECIFICATION

Character and Skills

The successful candidate will:

- Have a committed Christian faith and a growing relationship with Jesus.
- Have a heart for children and families.
- Be warm, approachable and welcoming.
- Be able to communicate well with children, parents and volunteers.
- Be organised, reliable and self-motivated.
- Be able to work collaboratively as part of a team.
- Be creative and enthusiastic.
- Maintain confidentiality and exercise good judgement.
- Have experience working with children in a church, school or community setting.
- Experience leading or supporting children's ministry.
- Experience recruiting or leading volunteers.
- Good organisational and administrative skills.
- An understanding of safeguarding good practice.
- A desire to continue learning and developing.

TERMS AND CONDITIONS

Employer: The employer is the Parochial Church Council (PCC) of the Parish of Brentford. You will report directly to the Rector, Rev Sarah Guinness and/or The Associate Vicar.

Salary: 30-35k FTE. Dependent on experience.

Hours: Three days (approximately 18-22 hours) per week - we can be flexible.

The successful candidate must be available:

- Tuesday mornings (Kids Café) 8.30am - 10.30am
- Wednesdays 11.00am–1.00pm (Staff Meeting)
- Approx 3 Thursday mornings a term (collective worship) 9am - 11am
- Sunday 9am - 1pm

Some evening work and additional hours will occasionally be required for meetings, training or seasonal events. Time off in lieu will normally be given in accordance with the Parish Time Off in Lieu Policy.

The role will involve working at Easter and Christmas Services.

Annual Leave: 28 days (pro rata) plus statutory public holidays. One retreat day per term (pro rata) may be taken by agreement with the line manager.

Probation: Three months.

Notice periods: two weeks on either side, during the probation period. After that, if you want to resign, a minimum of two months' notice is required in writing. Should the PCC decide to terminate the employment, it will give one week's notice per complete year of service, with a minimum of 4 weeks and a maximum of 12 weeks.

Pension: Auto-enrolment into The People's Pension.

Sick pay: Statutory sick pay arrangements apply.

Safeguarding: Appointment is subject to satisfactory references and an Enhanced DBS check.

TIMESCALE OF APPOINTMENT

If you'd like an informal chat about the role, please phone Rev Sarah Guinness on 07973766952 or email: sarah@parishofbrentford.org.uk

Unfortunately, we're not able to offer sponsorship to overseas candidates.

The Start date is flexible and subject to negotiation.

The closing date for applications is Friday 30th October

Please email the following to our Rector:
• Application Form with two Referees
• Confidential Declaration Form

Interviews will be held the week beginning 9th November at a mutually convenient time.

WHO WE'RE LOOKING FOR

We're praying for someone who is passionate about seeing children come alive in their faith and who believes that every child should have the opportunity to know and follow Jesus. This isn't just a job coordinating the logistics of a Sunday morning - it's an opportunity to shape the faith of the children and families in Brentford, to inspire and champion volunteers and help build a church where young people truly belong.

You'll be someone with deep faith who brings energy, creativity and vision to everything you do, and is excited to invest in children, encourage families and equip others for ministry.

You don't need to have all the answers—but you should be someone who is eager to share Jesus, build great team culture and help create a church where every child and family knows they are welcome, that they matter, and that they are deeply loved.

Further details on person specification:

PERSON SPECIFICATION Children's Pastor

Criteria	Essential	Desirable	Assessed by
Christian Faith	A committed Christian with a living faith in Jesus Christ, able to demonstrate a lifestyle consistent with the Christian faith and the values of the Parish of Brentford.	Active current involvement in the life and ministry of an Anglican or other evangelical church.	Application, Interview, References
Vision & Calling	A clear sense of calling to children's and families ministry, with a passion to help children and families encounter Jesus and grow as disciples.	Experience of pioneering or growing new ministry initiatives.	Application, Interview
Children's Ministry Experience	Experience of working with children (0–11 years) in a church, school or community setting.	Experience of leading children's ministry within a church context.	Application, Interview, References

Families Ministry	Ability to build positive relationships with parents, carers and families from a wide range of backgrounds.	Experience of developing outreach that engages families beyond the church.	Application, Interview
Teaching & Discipleship	Able to communicate the Christian faith creatively and effectively with children in an engaging, age-appropriate way.	Experience of planning teaching programmes or children's curriculum.	Interview
Volunteer Leadership	Ability to recruit, encourage and support volunteers, helping them develop confidence in ministry.	Experience of leading, training or managing volunteer teams.	Application, Interview
Teamwork	Enjoys working collaboratively as part of a staff team, contributing positively to the wider mission of the church.	Experience of working within a multi-staff church environment.	Interview, References
Communication Skills	Warm, approachable and able to communicate effectively with children, adults and volunteers.	Experience of using social media, newsletters or digital communication with families.	Application, Interview
Organisation	Well organised, reliable and able to prioritise workload effectively while working independently.	Experience of using ChurchSuite or similar church management software.	Application, Interview
Creativity & Initiative	Able to develop engaging activities, events and opportunities for children and families.	Experience of organising holiday clubs, family events or all-age services.	Interview

Safeguarding	A strong commitment to safeguarding children and vulnerable people, with a willingness to undertake all required safeguarding training.	Current safeguarding training or previous responsibility for safeguarding within children's work.	Application, Interview
Flexibility	Willing and able to work Sundays, Tuesday mornings (Kids Café), Wednesdays (11am–1pm staff meeting) and occasional evenings and seasonal events.	-	Application
Personal Qualities	Enthusiastic, encouraging, emotionally mature, dependable, teachable and able to build positive relationships with people of all ages and backgrounds.	Experience of mentoring young leaders or volunteers.	Interview, References

Occupational Requirement

This post carries a Genuine Occupational Requirement (Schedule 9, Part 1 of the Equality Act 2010) that the post holder be a practising Christian, as the role involves leading Christian teaching, discipleship and prayer with children and families and contributing to the spiritual leadership of the Parish.

Appointment is subject to:

- Satisfactory Enhanced DBS check with Children's Barred List.
- Two satisfactory references.
- Evidence of the right to work in the UK.
- Completion of Church of England safeguarding training.