

Role Description for Community Facilitator (post number CF 001)

Role Description

Community Facilitator – Emmanuel Baptist Church Falmouth

Purpose of the role

- This evangelistic role seeks to strengthen links with the local schools and uniformed organizations along with other groups who use our church as a base.
- To develop new activities for children and young people (including an after school club for Reception to year 3 and a summer holiday club).
- To plan and coordinate various courses and other services for parents and families from which they can receive support.

Main Responsibilities

1. To support our vision and energy to create a church community for children and families, which welcomes new people in and also helps to maintain a link between the age groups and activities as they advance through their years.
2. To strengthen growing links with the local schools and uniformed organizations and other groups who use our church as a base.
3. To develop our existing and varied provision for children & families at Emmanuel Baptist Church. (Including an after school club for Reception to Year 3 and a summer holiday club).
4. Plan and deliver special events for children and families (possibly collaborating with other local churches) e.g. family services, holiday clubs, and other seasonal events.
5. To organize the running of Marriage and Parenting courses, as well as bereavement and other support services for the families in our community.
6. To support parents and families with pastoral support in collaboration with Elders and Deacons.
7. Support, develop and motivate existing volunteers/helpers working within the various children's groups and their families.
8. Encourage active participation of children and families in the life and worship at Emmanuel Baptist Church working alongside the Children's and Youth workers to plan and deliver church services and children's groups which are meaningful, lively, enjoyable and accessible for families.
9. Play a key role in facilitating an annual church family weekend away.
10. Take a full and active part in the life of Emmanuel Baptist Church, including Sunday Worship, Church members meetings and liaising with the Falmouth and Penryn churches together network.
11. Any other duties related to the role, which may from time to time be reasonably required.

Terms of Employment

- The salary is £9,000 per annum.

- This is a long-term post with a commitment to an initial 3 years. We anticipate a Mar/Apr 2018 start date. There will be a probationary period of 6 months.
- There is no accommodation provided with this post.
- This post is subject to an occupational requirement that the holder be a practicing Christian under Part 1 of Schedule 9 to the Equality Act 2010 and also seeks to make Emmanuel Baptist Church their regular place of worship.
- This is a part time post based initially on 15 hours per week, with options to extend as the need develops. The nature of this role will require a flexible approach to working hours and days, including some evening and weekend work.
- Holiday entitlement is based on the statutory entitlement and equates to 84 hours per annum (plus Bank Holidays).
- This post is also subject to an enhanced DBS disclosure and satisfactory references.

Person Specifications

	Criteria	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> ○ A relevant qualification or accreditation in family communities work. ○ GSCE grade C or above in English and Mathematics, or equivalent ○ First Aid Certificate 		D D D
Specialist Knowledge	<ul style="list-style-type: none"> ✓ Mature Christian faith firmly rooted in the authority of the Bible and led by the work of the Holy Spirit ✓ Knowledge of family community principles ✓ Knowledge of issues concerning communities and their families 	E E E	
Experience	<ul style="list-style-type: none"> ○ Experience of working, voluntary or paid with young people and their families in a church context ○ Experience of leading specific projects/events in a church context ✓ Good Bible knowledge ○ Experience and prior knowledge in safeguarding policy and issues of child protection 	E	D D D
Skills & Attributes	<ul style="list-style-type: none"> ✓ Able to demonstrate a passion for evangelistic work within a community and their families ✓ Good oral and written communication skills with excellent interpersonal skills ✓ Comfortable in handling responsibility and ability to work on own initiative and as part of a team ✓ Ability to remain calm under pressure ✓ Willingness to work flexible hours and days ✓ Positive 'can do' attitude ✓ Warm and caring personality – friendly and approachable to families ✓ Able to reflect upon, analyse and discern people and situations ✓ Ability to develop and mentor an effective volunteering team ✓ Desire to show God's love to the wider community and their families 	E E E E E E E E E E	
Other	<ul style="list-style-type: none"> ✓ Enhanced DBS check carried out at offer stage 	E	