

ALLOWAY PARISH CHURCH FAMILY AND SCHOOLS MINISTRY

Family and Schools Worker Job Description

Job Title: Part-time Family and Schools Worker for Alloway Parish Church

Location: Parish of Alloway Church

Salary: £12 per hour (review 2021)

Hours: Up to 18 hours per week

Employed by: The Congregational Board of Alloway Parish Church of Scotland per the Clerk to the Board

Responsible to: Rev. NA McNaught, Minister of Alloway Parish Church

Responsible for: Support and pastoral care of members of Alloway Parish Church and the community which it serves.

A job description can be found at www.allowaychurch.org or obtained from the Church Secretary 01292 442083

Applications in by 31st January 2020 to Mr Ian Stewart Clerk to the Board 18 Newark Crescent Doonfoot KA7 4JD

Job description

Job Purpose: To support the Minister and the Kirk Session in the existing pastoral care and support of members and households throughout the parish. To further build and bridge effective relationships and mission strategies within and out-with the church; in particular to develop pastoral strategies to complement the growing community use of the modernised and extended Alloway Church Halls, and at the two Primary Schools in the Parish.

Core activities:

- Work alongside the Minister to undertake pastoral visits with family members as agreed with the Minister and Youth Worker
- Support the pastoral work and ministry of Elders and Visitors, providing direction, training, implementation and support
- Envision and develop new areas of outreach to our community

- Engage in Church of Scotland and other National initiatives, e.g. HUG - Help Unite Generations, Messy Church, etc
- To lead or support with confidence and creativity, new ideas and projects, with the Church Committees, Church employees and volunteers. Have the professional skills to plan strategically and engage others, with a commitment to see projects through to delivery and conduct ongoing evaluation
- Stay current with the Church mission strategy
- Develop and maintain effective links and relationships between the Church and outside groups, e.g. Ayrshire Children's Ministries, Scripture Union , etc
- Support others who are running existing groups, e.g. Parent and Toddlers, Musical Memories, etc
- Make visits to families who have brought their children for Baptism. Keep them informed of Church activity and Church groups
- Maintain current positive links in local primary schools and be a resource to them.
- Support the partnership already established with Bandawe PS, Malawi, and the local primary schools.
- Further develop, organise and lead annual schools Mission week.
- At the request of the local head teachers help organise and run extra-curricular activities.
- Help the Church to build long-term relationships with children and parents
- Support families and family members in times of crisis, offering practical and prayerful support as necessary. Acting as a connector by signposting people to other agencies of support.

Supplementary Activities

- Have an active Christian commitment and be prepared to worship regularly at Alloway Parish Church
- To liaise with the Minister, Elders and Visitors regarding pastoral issues
- To undertake any other duties as directed by the Minister
- To ensure that the Church safeguarding policy is followed and that health and safety is given due priority through all activities and at all times. Working closely with Safeguarding Officers and the Health and Safety Officer.