



Job Information Pack

District Children, Youth & Families Development Worker

Closing date: 6th November 2024

The Darlington District is a group of 10 Methodist Circuits covering the northern part of North Yorkshire and most of County Durham, bounded by the north sea and by the Durham and Yorkshire dales in the west.



About the job:

The Darlington Methodist District seek to appoint a Children, Youth and Family (CYF) Development Worker to lead in the delivery of the districts CFY strategy. This permanent part-time post will work closely with churches and circuits to explore ways to reconnect with Children, Family and Youth.

Learn more:

Visit our [website](#) to learn about the work that we are doing across Darlington.

Working arrangement:

A flexible working pattern is required, to include elements of evening and weekend working with at least two days free of responsibility each week.

Faith:

A specific faith is an essential requirement for this role and in accordance with the Equality Act 2010 it is an occupational requirement that the successful applicant is a practicing Christian.

Next steps:

We encourage enquiries and welcome informal conversations about this exciting role. In the first instance direct these to Helle Sewell, District Evangelism and Community Engagement Enabler, by [clicking here](#).

- To download an application form, visit our [website](#).
- Please return completed application forms by email to our [District HR Advisor](#).

Anticipated timeline:

A start date as soon as possible is available and will be discussed at interview stage.

1. Closing date:	6 th November 2024
2. Interview date:	28 th November 2024
3. Anticipated start:	1 st January 2025

1. We reserve the right to close the vacancy earlier than this date should a sufficient number of applications be received.
2. We will contact applicants after this date to let them know if we are progressing their application.
3. Interviews will be held in-person at the Darlington District Office, Elm Ridge Methodist Church, Darlington, DL3 8DJ.

Job Title: Children, Youth and Families (CYF) Development Worker.
Employed by: The Darlington Methodist District, Charity Number 1133814.
Location: Home based with district wide travel.

Occupational requirement: An occupational requirement exists for the post-holder to be a practicing Christian in accordance with the Equality Act 2010.

Reports to: Accountable to the Managing Trustees of the Darlington Methodist District through the appointment of a Line Manager.

Key relationships:
(Internal)

- District Chair
- District Evangelism and Community Engagement Enabler
- District Safeguarding Officer
- Other District Staff, Volunteers and Office Holders

Key relationships:
(External)

- The Connexional CYF team
- Neighbouring District CYF teams
- Circuits and Churches within the District
- Local Ecumenical Partners

Purpose of role: To be a person who is excited for the work that is developing with children, youth and families and is able to help to catch the vision. Someone who helps Circuits and churches to see the value and importance in this area of ministry and enables them to develop really good quality and flourishing work with children, youth and families.

Main duties:

- To lead on the delivery of the district strategy and understanding of children, youth and families (CYF) participation and practice,
- Work with churches and circuits to develop existing and explore new ways to reconnect with CYF.
- Attend training of initiatives and developments in this area of work and use the information and knowledge to pro-actively support Circuits and churches contextually, enabling churches to be equipped, upskilled and courageous in the work they do with CYF.
- Enable churches to make and build on good contacts with local schools, uniformed organisations and other activities involving CYF.
- Support existing paid workers and volunteers through the sharing and enabling of best practice, build long-lasting collaborative working relationships.
- Become the recognised point of contact for information on CYF developments and training.
- Act as a District 3Gen Ambassador, developing a culture of participation and positive engagement in 3Gen activities.
- Attend and actively promote the annual 3Gen event.
- Act as an advocate for work with CYF, including representation at DLT meetings and Synod.
- Establish and maintain appropriate contact with the Connexional CYF work team attending training and actively and positively participating in support networks.

Other requirements:

- Maintain a good understanding of the culture, values and ethos of the Darlington Methodist District and the wider Methodist Church.
- All other reasonable duties within the capabilities of the post holder that support the developing mission of the Darlington Methodist District.

Summary of terms and conditions:

Contract type	Permanent, Part-time
Working hours	20-hours per week
Working pattern	A flexible working pattern is required, to include evening and weekend working. The successful applicant will have at least two days free of responsibility each week.
Rate of pay	£17836 per annum (£17.15 per hour)
Location	Home based with district wide travel.
Annual leave	Leave for a full-time employee is 33-days inclusive of public holidays.
Pension	There is a contributory pension scheme to which eligible staff will be auto enrolled. Employees who do not meet the auto enrolment criteria may be eligible to join the Scheme, subject to certain provisions.
Probationary period	Appointments and offers of employment are conditional on the satisfactory completion of a 6-month period of probationary service. We reserve the right to extend this up to a maximum of 12-months.
DBS disclosure	Appointments and offers of employment are conditional on a satisfactory enhanced disclosure from the Disclosure & Barring Service (DBS).
Right to work	Appointments and offers of employment are conditional on the successful applicant demonstrating the right to live and work within the United Kingdom as required by the Immigration Asylum and Nationality Act 2006.
Training	<p>We are an employer who will try to support you to develop and improve your professional practice. During employment with us we will consider relevant requests for continuing professional development (CPD).</p> <p>There may on occasion be a need to attend further training relevant to the role, the requirements of the District and the wider Methodist Church. Any such training will be undertaken in contracted hours or recorded as time off in lieu (TOIL).</p>

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	E	D	A
Training and Qualifications			
A recognised qualification in CYF work (or related field of study.)	Yes		A, I, Q
Continued training and professional development in CYF work (or related field.)	Yes		A, I
Knowledge, Skills and Experience			
Experience of working with CYF in a church related context.	Yes		A, I
Experience of pastoral work with families.		Yes	A, I
Experience of using social media, able to engage innovatively with CYF users.		Yes	A, I
Good understanding of fresh expressions and starting new contextual Christian communities shaped by the needs of CYF.		Yes	A, I
Good understanding and use of written and spoken English.	Yes		I, P
Qualities and Aptitudes			
Able to maintain consistent professional boundaries, developing trusted working relationships with a diverse range of stakeholders	Yes		A, I
Able to communicate in a culturally relevant, appropriate, and sensitive way to people of all ages and from varying backgrounds.	Yes		A, I
Able to work independently for periods of time and as part of a team when needed.	Yes		A, I
Able to work under pressure whilst maintaining integrity, and discretion.	Yes		A, I
Able to identify and act on opportunities for improving and developing CYF work.	Yes		A, I
Able to remain resilient in the face of challenge whilst creating an environment where people recognise that they are able to flourish and thrive.	Yes		A, I
An active listener with excellent interpersonal skills and an approachable demeanour.	Yes		A, I
An appreciation of how strategic CYF work plays its part in local community life.	Yes		A, I, P
Any Other Requirements			
Well-developed and robust personal Christian faith.	Yes		A, I
An active Christian that currently worships within one of the local communities of the District or commits to embed themselves into the heart of Church life on appointment.	Yes		A, I
Willing to engage with the structures and values of the Methodist Church.	Yes		A, I
A commitment to embed and promote good practice with Safeguarding, GDPR and Data Protection, in line with evolving Methodist policy and practice.	Yes		A, I
Awareness of and a sensitivity to issues of Equality and Diversity.	Yes		A, I
A knowledge of the geography of the Darlington Methodist District.		Yes	I
A car owner, or access to a suitable vehicle to travel District-wide without restriction.	Yes		I
A satisfactory enhanced disclosure from the Disclosure and Barring Service.	Yes		DBS

Assessment: A: Application form; I: Interview; Q: Proof of Qualification; P: Presentation

Adjustments:

Please let us know if you require adjustments making at any stage or to any aspect of the application process or provide us with any information that you feel relevant whilst we consider your application.

If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made for the interview. Please be assured that we will be supportive in discussing reasonable adjustments at all stages of the recruitment process.

If you have any questions about the way that we recruit, do not hesitate to contact us by clicking [here](#).

Entitlement to work in the UK:

Any job offer and subsequent appointment will be conditional on you demonstrating the right to live and work within the United Kingdom as required by the Immigration Asylum and Nationality Act 2006. You will be asked to provide evidence of your entitlement should an offer of employment be made.

Experience, knowledge, skills, and abilities:

The person specification lists minimum requirements for this post. When shortlisting, the panel will only consider information that is written on your application form, and they will assess this information against the person specification. Where CVs are submitted these will not be used to make shortlisting decisions.

References:

Any job offer will be conditional, subject to the receipt of satisfactory references and we reserve the right to withdraw a conditional offer based on the references that we receive.

One should be from your current or your most recent employer, the second from a previous and relevant work experience. It is important that both referees are able to comment on your suitability to the role.

Criminal convictions:

Anyone who applies to work with us will be asked to disclose details of unspent convictions during the recruitment process. Whilst having a criminal record does not necessarily bar you from working for us this will depend on the job that you have applied for and the nature of the conviction.

Data protection:

The information you provide will be held in the strictest confidence. We process information in line with our Privacy Policy and if you are successful in your application the information that we hold will be used to administer your employment with us. By making an application, we assume that you agree to the processing of your data in accordance with our Privacy Policy.

Equality, diversity, and inclusion:

Our aim is to have a workforce that reflects the diversity of talent and abilities drawn from across our community. In line with the Equality Act 2010, we will monitor the composition of our workforce to ensure it is representative and that staff are treated equally and fairly.

Unless clearly stated that an 'Occupational Requirement' is in place with a vacancy, recruitment will be made on the basis of an applicant's ability and merit as measured against the criteria for the job.

Other policies:

We have a range of policies and processes in place to protect you, to protect us and to safeguard those who use our services. You commit to work within and promote these at all times should a conditional offer of employment be made. They include but are not exhaustive to Health & Safety, Data Protection, GDPR, Governance, Safeguarding, Performance, EDI and a range of personnel and financial policies.