



## **YOUTH MINISTER - JOB DESCRIPTION**

**JOB TITLE:** *Youth Minister*

**RESPONSIBLE TO:** *Parish Priest*

**GENERAL PURPOSE OF POST:** To assist the Parish Priest, work with group leaders and volunteers to promote the evangelical mission of the Parish to children and young people.

**APPLICATION DEADLINE:** Wednesday 13<sup>th</sup> November

### **MAIN RESPONSIBILITIES**

1. To assist the Parish Priest, work with established pastoral groups, leaders and volunteers by leading, developing and co-ordinating the range of pastoral programmes for children and young people. In particular:
  - a) Friday Youth Club
  - b) Fun Friday Club
  - c) Altar Servers (cooperation with the leaders)
2. To manage the parish social media
  - a) Facebook (in cooperation with the parish office)
  - b) Instagram
  - c) X
3. To facilitate the Sunday evening Youth Mass (in cooperation with leaders)
  - a) Liturgy
  - b) Music (possibly setting up and running a music band)
4. To develop engaging faith based and social activities for the children and young people of the Parish which foster and promote the journey of faith for individual young people and their families.
5. To recruit, train and co-ordinate volunteers, especially young leaders. To work with established, organise and deliver new Parish programmes for children and young people including supporting formation for parents and carers.
6. To proactively promote participation and engagement to mass and the sacramental life of children and young people. To encourage young people to take an active role in the wider liturgical life of the Parish.
7. To maintain active consultation and communication with the Parish leadership, group leaders, volunteers, local schools, Deanery and Diocese and keep the wider Parish informed of new developments, initiatives and events that will enrich the overall Youth provision at Holy Family.



## **PERSON SPECIFICATION**

### **Christian Commitment**

1. A committed Roman Catholic
2. Involved in the life of the Church.
3. A passion to build up disciples who will live out the mission of Jesus Christ
4. A commitment to personal on-going Christian formation and professional development

### **Qualifications, Knowledge, and Experience:**

1. Someone who can identify with young people with experience of working in Youth ministry or catechetics is highly desirable.
2. Good knowledge of the social and moral teachings of the Catholic Church
3. Experience in developing innovative and imaginative teaching programmes is highly desirable.
4. Experience of working largely unsupervised and also as part of a small team of staff and volunteers
5. Confidence in recruiting and developing adults and young people in a leadership capacity
6. Good knowledge of current legislation relating to the protection of children and vulnerable adults, health and safety and data protection

### **Competences required.**

1. Ability to work as part of a larger team, able to provide strategic thinking, and a clear sense of direction and leadership in the delivery of Children and Youth programmes across the Parish.
2. Excellent IT, oral & written communication and presentation skills, including the ability to relate with ease to people of all ages, website and database management, and use of social media.
3. Excellent organisational skills, resourceful and self-motivated, with proven ability to prioritise, work under pressure and meet deadlines.
4. Ability to establish good collaborative working relationships with the Sacramental programme teams, with overall Parish teams and schools
5. Ability to work with pastoral sensitivity, understanding the challenges young people face in today's world.

**Other: An Enhanced Disclosure and Barring Service disclosure is obligatory for the post holder**



## **TERMS AND CONDITIONS**

- CONTRACT TYPE:** Part-time
- EMPLOYER:** Parish of the Holy Family under the general terms and conditions of employment for the RC Diocese of Arundel and Brighton
- SALARY:** £16 an hour. This may be negotiable for candidates offering exceptional experience
- HOURS:** 12 hours a week, including considerable evening and weekend work.
- PROBATIONARY PERIOD:** 6 months
- SUPERVISION:** Independent professional mentoring will be provided