



Children and Families Worker for Mount Merrion Church (Maternity cover)

JOB DESCRIPTION

Background:	In Mount Merrion it is our hope and prayer, that many would encounter the transforming power of Jesus in their lives, and then walk faithfully as disciples of Christ. We also seek to be a church that reaches out into the lives of those in our community. We are a multi-generational church, situated in the heart of Creagh, next to the Ulster Rugby Stadium and are ideally placed to connect with children and families in the local area. Therefore, we are looking for someone who is passionate about the transforming power of Jesus and has experience and the ability to show this to children and families. We are looking for someone who is able to serve as part of a team, is committed to their own discipleship and follows God with humility and obedience.
Job title:	Children and Families Worker
Hours of work:	18 hours per week This includes Sunday mornings, and Tuesday mornings during term-time with other hours as agreed with manager. Hours will also include occasional evening meetings and some school holiday periods. Time off will be granted in lieu of extra notified hours worked. No overtime is payable.
Salary:	£12,280p.a.
Holidays	Pro-rata annual leave entitlement is 14 days, which will normally be taken in increments of whole or half days. This entitlement is inclusive of bank and public holidays
Pension:	Auto-enrolment in National Employment Savings Trust (NEST) pension
Term of contract:	Part-time permanent post for 9 months with a possibility of extension for a further 3 months. Subject to initial 3 months probationary period.
Purpose:	We are seeking someone passionate about helping children and families grow in faith. This temporary maternity cover role focuses on maintaining and supporting existing children's and family ministries during the absence of the post-holder. The role includes sustaining programmes, nurturing relationships, and supporting volunteers, ensuring that children and families remain connected to the church community. The post holder, under the leadership of Rev Lucy Burden, will: - Build and develop relationships between the church and families with children in the parish. - Plan and organise events for families in church and the community during holiday periods.

- Work with and develop the team of people who volunteer with children's ministry in the Parish.
- Nurture children as disciples of Jesus, helping them to find their place within the life of the church, their community and world by their participation and the use of their gifts and talents.
- Develop opportunities for children to learn about, explore, share and live out their Christian faith.
- Create a welcoming environment for children and families who do not yet know Jesus to explore the Christian faith through Mount Merrion Church.

Key Task:

The order in which these tasks are detailed does not reflect their respective importance. Priorities may vary each week and should be regularly assessed by the individual in consultation with the Rector.

Pastoral and spiritual responsibilities

- a. Disciple children in the Christian faith, encouraging them to be active in reading the bible and prayer.
- b. Participate in leading worship, and teaching at all-age services.
- c. Attend Sunday worship and encourage children and families connected with the church to do the same.
- d. Build relationships with children and their families.
- e. Build relationships with volunteers who support the church in its children's ministry.
- f. Pray for the children's ministry of the parish, for the children, their families and the volunteer leaders involved in delivering programmes.

Responsibilities for church activities

- g. Recruit, provide support, training and resources for volunteer leaders.
- h. Lead Kid's Church on a regular basis.
- i. Co-ordinate current Tots/Children's Sunday church Rota.
- j. Be present on Tuesday mornings during term-time at Mums & Tots and help connect those in our community to this very important ministry.
- k. Plan and organise holiday events such as at Easter, half terms, Summer (e.g. holiday Bible club), and Christmas.

Other requirements of the post

- l. Ensure that all Safeguarding, Health & Safety, Data Protection and other policies are followed.
- m. Attend staff meetings and work with other staff members to plan and co-ordinate activities.
- n. Create and maintain accurate records appropriate to the role.
- o. Work to agreed budgets.
- p. Any other duties as needed that are related to the role.

Person specification for the post of Children and Families Worker

	Essential	Desirable
Qualifications	5 GCSEs / O Levels at Grade C or above (must include Maths and English)	Accredited qualification in theology Qualifications in a discipline relevant to children's, and family ministry Holds current driving license First Aid qualification
Experience	A proven track record of at least 2 years in children's or family ministry, in a paid or voluntary capacity Experience of working with volunteers Experience of teaching the bible to children Experience in organising events in a children's and family ministry context	Experience of leading in Sunday worship services Experience of managing a budget Experience of delivering school assemblies and/or RE lessons Experience of having responsibility for social media content for an organisation or department Experience working with children who have additional needs.
Skills	Possess sound biblical knowledge and understanding Excellent organisational skills Excellent interpersonal skills Excellent written and oral communication skills Ability to work on own initiative and as part of a team Proficient in IT/multimedia and digital platforms	Online / social media skills Familiarity and experience of implementing Church of Ireland Safeguarding policy A proven track record in building teams, planning, leading and motivating volunteers.
Personal / Character	A committed Christian, subscribing to our statement of faith. https://www.ireland.anglican.org/our-faith/being-a-christian A passion to engage children and families both in church and in the community A desire to serve the church Views the role as a calling	Ability to maintain life/work balance when working flexible hours including evenings and weekends

Application Process

- To apply for the position of Children and Families Worker, please contact Mount Merrion Church at office@mountmerrionchurch.org.uk to obtain an application form.
- The closing date for all applications will be 28/11/2025. All applications must be received before 4pm. Applications by email will also be accepted. Please send to office@mountmerrionchurch.org.uk. Applications after this time will not be accepted.
- A short listing process will be conducted by the Interview panel, based on whether candidates have demonstrated they meet all essential criteria. In the event of several candidates meeting all of the essential criteria, the desirable criteria may be used to assist with short-listing. Candidates are therefore advised to set out in full in their application how they meet the essential and (where appropriate) the desirable criteria.
- Interviews for this post will be held week beginning 8th December with an anticipated start date in January 2026.
- Each candidate selected for interview may be asked to deliver a short demonstration (3–5 minutes) of a children's activity, lesson, or craft that could be used in Kids church or the Tots group. This will help us see your approach to engaging children and families
- Appointment will be subject to satisfactory background checks, as required under the Church of Ireland Safeguarding Trust policy, including contacting referees and Access NI disclosure.

Please do not hesitate to get in touch at any point if you have any further questions and thank you for your interest.