

**Birmingham Methodist Circuit**

**Job Description: Youth and Children’s Worker**

Based primarily at Northfield Methodist Church and Selly Oak Methodist Church serving the churches in the Blue Mission and Ministry Team

**Salary**: Between £31,005 and £32,175 per annum depending on skills and experience, with an annual review. This is a full-time role (37.5 hours per week).

**Job Status:** Lay Employee in the Birmingham Methodist Circuit.

**Requirement:** An occupational requirement exists for the post-holder to be a practising Christian in accordance with the Equalities Act 2010.

**Background:**

Birmingham Methodist Circuit Vision Statement:

*“Birmingham Methodist Circuit aspires to be a welcoming Christian family with inspiring worship, radical compassion, and social justice at its heart. In this way and following in our Methodist tradition we aim to share in the transformation of life made possible through God’s love.”*

The Birmingham Methodist Circuit currently has around 1,500 members in 30 churches. (9 that are Local Ecumenical Partnerships(LEPs)) situated across Birmingham and Solihull, within the Methodist Church in Britain. ([www.methodist.org.uk](http://www.methodist.org.uk)). The Circuit is served by 2 Co-Superintendent Ministers plus 8 full-time Ministers,1 part-time Minister, 7 Lay Employees and Church volunteers.

The Circuit’s worship and mission is served through four Mission and Ministry Teams. The Blue Mission and Ministry Team covers South-West Birmingham. It serves the Methodist Churches at Selly Oak, Northfield, Longbridge and St. Andrew’s Stirchley, the Birmingham Chinese Methodist Church at Northfield Methodist Church, LEPs at Hawkesley, Hazelwell and Cotteridge, and Anglican/Methodist Schools at Hawkesley and Holly Hill. It also serves the Birmingham University Chaplaincy.

**Purpose and Objectives:**

The Blue Team Youth and Children’s Worker will:

1. Be based primarily at Northfield Methodist Church to serve the Birmingham Chinese Methodist Church (20 hours per week) and at Selly Oak Methodist Church (10 hours per week). The remaining 7.5 hours per week to serve other churches in the Blue Mission and Ministry Team as opportunities arise.
2. Work as part of the Blue Mission and Ministry Team with specific pieces of work identified at the Birmingham Chinese Methodist Church and Selly Oak Methodist Church as set out in more detail below.
3. Meet regularly as a Circuit Team with the other Youth and Children’s Workers, the Circuit Youth and Children’s Co-ordinator, Church Volunteers and the Superintendent responsible for Youth and Children work.

### ****Work with Birmingham Chinese Methodist Church****

### ****Role Summary****

The Youth and Children’s Worker will help lead and nurture the spiritual growth of young people within the church and local community. This role involves inspiring and equipping youth to grow in faith, develop Christian character, and engage in discipleship, worship, and service. Familiarity with Chinese culture and the ability to speak Cantonese or Mandarin is desirable.

### ****Key Responsibilities**** ( 20 hours/week)

1. **Spiritual Leadership & Support**
Plan and organize weekly youth fellowship (Sundays) and provide pastoral care. Encourage spiritual growth through prayer, worship, mentoring, and age-appropriate Bible-based resources.
2. **Worship & Music Engagement**
Encourage youth involvement in worship and music ministry. Collaborate with the worship team to include youth-led elements in church services.
3. **Programme Planning & Events**
Coordinate weekly youth activities and occasional events (e.g. Bible study, retreats, outreach, camps). Create a safe and welcoming environment that fosters participation and belonging.
4. **Family & Church Integration**
Support families in nurturing faith at home through visits or online contact. Promote youth participation in wider church life, including circuit/district events.
5. **Teamwork & Administration**
Work with the Minister and volunteers in planning and delivery. Attend Church Council meetings and contribute to ministry planning, including budgeting.

**Work with Selly Oak Methodist Church**

**Role objectives:**

With the Leadership Team to lead and develop SOMC’s ministry with children, young people and families.

**Main duties** (10 hours/week):

* Identify and respond to opportunities for Christian faith formation and development for children, young people and families.
* To lead and support the team of volunteers engaged in ministry with children, families and young people.
* Enable effective pastoral care and spiritual support for families connected with SOMC
* To oversee and develop family and youth activities: currently including Selly Beans toddler group (Tuesday mornings), Junior Church (Sunday mornings), Messy Church (occasional, usually at weekends) and youth participation in residential events (3Generate and Amplify)
* Support our programme of cross-community events – where different parts of our neighbourhood come together and have opportunity to develop relationships with our church

**Other Churches in the Blue Team - Main Tasks**

1. To identify current and potential work with children, young people and families in the other churches served by the Blue Mission and Ministry Team, and enable the churches to develop ways of encouraging and supporting people undertaking it.
2. To work as part of a team with the ministers exercising pastoral charge in the churches served by the Blue Mission and Ministry Team, the stewards, pastoral leaders, any other lay workers, and other relevant officers and groups to promote discipleship and develop pathways into church life for individuals and families.

**Other duties**

1. To keep adequate records of contacts and of work undertaken.
2. To provide reports to church and Circuit leadership as required.
3. To appraise and review initiatives set up and activities undertaken, and change where necessary the action and focus of work after discussion with and agreement from the line manager and/or supervision team.
4. To fulfil any other duties and responsibilities, identified by the line manager, as are within the post-holder’s capabilities and level of responsibility, in order to meet the needs of the Blue Mission and Ministry Team and the Birmingham Methodist Circuit.

**Responsible to:**

The post holder will be employed by the Birmingham Methodist Circuit; and will be under the line management of the Minister in pastoral charge of the Birmingham Chinese Methodist Church, supported by a supervision team made up of a member or members of a church or churches in the local Mission and Ministry Team.

**Standard Circuit Terms and Conditions**

* 1. The Salary will be between £31,005 and £32,175 per annum depending on skills and experience, with an annual review on 1st September. This represents between 11 and 13 points on the lay employment scale of the Birmingham Methodist Circuit.
	2. 37.5 hours per week, including some evening and weekend work, particularly Sundays.
	3. Opportunities will be given for study and continuing training.
	4. All reasonable expenses will be reimbursed and there will be a small allowance for on-going training.
	5. At least two days free of responsibilities each week.
	6. 25 days and 8 bank holidays annual leave entitlement per year.
	7. The appointment will be subject to a satisfactory enhanced safeguarding disclosure.
	8. Appointment will be subject to the satisfactory completion of a 6 month probationary period (an interim review after 3 months)
	9. The Minister of the Birmingham Chinese Methodist Church will be the line manager with a supervision group to support the worker.

 **PERSON SPECIFICATION Blue Team Youth and Children’s Worker**

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| Attributes | Essential | Desirable | Method of Assessment |
| Education & Training | A-Level or equivalent. |  | Q |
|  | Either a practical relevant qualification or experience of practical outreach/ community links |  |  Q/ A and I |
| Relevant Experience | Current participant in the life of a Christian Church or Community. |  | A, I |
|  | Experience of working with children &/or young people &/or families | Experience of working in a culturally diverse community | A, I |
| Special Knowledge & Skills | Able to relate previous experience to new work |  | I |
|  | Able to lead Worship. | A, I |
|  | Able to use Microsoft Word and Power Point,  | A, I |
|  | Knowledge/experience of Chinese Culture |  | A, I |
|  |  | Working knowledge of at least one Chinese language (Cantonese, Mandarin) | A, I |
| Special Qualities or Aptitudes | Able to relate effectively to a wide spectrum of people. |  | A, I |
| Able to communicate in person and in writing. |  | A, I |
| Able to motivate self and others. Able to work to goals without direct supervision. |  | A, I |
| Able to present a strong Christian example. Able to contribute effectively to a team. |  | A, I |
| Open approach to difference. Able to adapt to changing priorities and circumstances |  | A, I |
| Able to work with people living with contradictory convictions, particularly in respect of same sex marriage |  | A,I |
| Able to be creative & offer encouragement | Able to use drama and/ or music and/ or art and/ or dance and/ or sport | A, I |
| Able to use own or public transport |   |  I |
| Any Other Requirements | Willingness to understand and engage with Methodism and be sympathetic to its disciplines. |  | I |
| Satisfactory Enhanced Disclosure from the Vetting and Barring Agency |  | DBS Application |

A – Application form; I – Interview; Q – proof of qualification (certificates or transcripts)

July 2025