

# **BATH CHRISTIAN TRUST**

**1a Forum Buildings, St James Parade, Bath BA1 1UG. Telephone 01225 463556**

## **JOB DESCRIPTION**

Children's and Families' Pastor

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### **1 Working Hours (3 days per week)**

- 22.5 hours per week: 3.5 hours to be worked on a Sunday morning (9.30am – 1pm)
- There may be a requirement to work some evenings

### **2 Outline responsibilities**

- To lead and develop the children's ministry at Life Church Bath
- To develop the role of Families' Pastor and ministry to families

### **3 Key tasks**

- To lead and develop the children's ministry at Life Church Bath
  - Responsible for the Sunday expression of the Children's Ministry
  - Responsible for the volunteer teams including their training and development
  - Responsible for the administration of the ministry, including rotas, resources and all other associated administrative tasks
  - Responsible for curriculum
  - Responsible for the safety of children whilst in any activity you have organised, or permitted, in so far as you are able and is within your control
  - To champion children in Life Church Bath
  - To promote the Children's Ministry through all avenues including social media
  - To pastor children
    - Through the sending of birthday cards and acknowledgment of life moments
    - Helping them transition well (e.g. into schools, between primary and secondary education)
- To develop the ministry of Families' Pastor and ministry to families
  - To work with pastors in areas such as, but not exclusively
    - Family Services
    - Baby dedications
    - Mother's Day / Father's Day etc
  - Communicate clearly and regularly with parents and carers, verbally and through emails and social media
  - To seek ways to promote healthy family life
  - To seek ways to strengthen family life
    - To create opportunities for families to connect with one another

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- To support parents in bringing their child through to faith in areas such as, but not exclusively
  - Teaching of salvation, water baptism
- To support families in parenting in areas such as, but not exclusively
  - The provision of parenting classes
- To actively promote safeguarding children by
  - Ensuring that the safeguarding policies, procedures and guidelines are followed in all children's activities
  - Ensuring that accurate and detailed records are kept
  - Working with the safeguarding co-ordinator and the deputy safeguarding co-ordinator

#### **4 Working With**

- Senior Leaders
- The Safeguarding Co-ordinator
- The Youth Pastor
- The Worship Pastor
- All other ministries and office staff at Life Church Bath
- Volunteer Team Leaders / Members
- Parents and Children
- City wide children's pastors and leaders of other children's ministries
- Schools etc

#### **5 Other Tasks**

- Maintain good order of laptop, word-processing and computer tasks and management
- Attend office meetings
- Carry out any such tasks in keeping with the nature of the job as shall from time to time be determined
- Ensuring that we work sustainably and strive to reduce energy consumption throughout the building