



## Children & Family Pastor in Forge Group – Role Description

---

**Job Title:** Children & Family Pastor

**Location:** Working across the three Churches, Netherton, Darby End & Dudley Wood in the Forge Group

**Reports to:** Incumbent / Priest in Charge

**Hours:** 22.5 hours per week (4 year fixed term) potential for full time for the right candidate. Sunday working will be required.

**Salary:** £17,842.50 with 5% pension contribution (£29,737 full time)

**Start Date:** As soon as possible

### Role Summary:

The Forge Group of Churches (Netherton, Darby End & Dudley Wood) is seeking a passionate and pioneering Children's & Families Worker.

Funded through the Church of England's **Strategic Mission & Ministry Investment Board (SMMIB)**, this role is central to our Mission Plan, which aims to **grow our congregations over the next four years by establishing new worshipping communities and deepening our engagement with children, families, and schools.**

The postholder will lead, co-ordinate and develop children's and families ministry across our three churches, with a particular focus on:

- Launching and nurturing two new worshipping communities (eg. *Bubble Church*).
- Building strong relationships with local schools.
- Supporting baptism families on their journey of faith.
- Engaging and coming alongside parents in our communities

- Equipping and encouraging volunteers to serve in children's and families ministry.

## Key Responsibilities:

Deliver the initiatives of the Forge Group Mission Plan in line with SMMIB objectives by:

### 1. Mission & Growth

- Take a leading role in planning, developing, and delivering new activities for children and young people that encourage faith, discipleship, and worship.
- Establish and grow new worshipping communities, particularly exploring *Bubble Church* and working with our existing *Junior Church* to develop leaders and grow a new offering.
- Report regularly to the Priest-in-Charge and SMMIB staff on the project progress, opportunities, and challenges.
- Understand & Build on the existing local school connections and look for opportunities to further the missional plan
- Lead on activities focused on our Baptism families and pointing them toward Church

### 2. Children's & Families Ministry

- Understand and build upon existing children's work across the three churches.
- Lead, encourage, and equip the volunteer children's team.
- Recruit, train, and inspire new volunteers for children's and families ministry.
- Develop outreach to whole families and support Christian parents in nurturing faith at home.
- Take a lead in engaging baptism families, helping them connect into church life.
- Work with our renewal partner Holy Trinity's Children and Family and Youth Worker to share learnings and identify resourcing opportunities

### 3. Schools & Community Engagement

- Build on existing connections with local schools and create new opportunities for partnership.
- Develop innovative ways of engaging children and families in the wider community.

### 4. Safeguarding

- Uphold the highest safeguarding standards in line with diocesan policies.
- Use the appropriate reporting processes to highlight and address any safeguarding concerns.

## Working Hours:

The role offers flexibility in how your weekly hours are managed, in consultation with the line manager.

- Sundays will usually be a key working day.
- Occasional evening work may be required

## Holiday

Six weeks paid annual leave (pro rata), including statutory entitlement, taken flexibly in consultation with the line manager.

## Person Specification:

### Essential:

- Previous relevant experience of working with children & families
- Clear written and verbal communication.
- Competence with Microsoft Office (Word, Excel, Outlook).
- Ability to work with a wide variety of people both paid & volunteers, to encourage & equip
- Knowledge around safeguarding, its importance and best practice

### Desirable:

- Experience in church children's & families work
- Previous experience of setting up and running initiatives in a relevant area
- Familiarity with working in low-income communities
- Knowledge of iKnowChurch or other church database systems.
- Ability to pioneer, innovate, and engage with a wide variety of people.

## Terms:

- **Contract:** Fixed term 22.5 hours (possibility for full time)/week (4 Year Term)
- **Annual Leave:** Six weeks per year, pro rata (including statutory entitlement).
- **Location:** Across the Forge Group Churches: Netherton, Darby End & Dudley Wood.
- **Line Management:** Incumbent (or designated church officer).
- **DBS:** This role is subject to an Enhanced DBS check and satisfactory references