

Application Pack for

# Youth Co-ordinator

## This Pack contains:

Mission & Vision Paper

Job Description

*Includes Application Process*

Application Form

Registered Charity in Northern Ireland (NIC105293)



# Mission & Vision

**Mission Statement**

Legacurry Presbyterian Church

Acting on God’s Word –

Welcoming Worshipping, Witnessing,

Expanding on the statement above

* Growing in faith through engagement with God’s **Word**.
* Being a family of faith in which everyone is **Welcome**.
* Glorifying God through Christ-centred **Worship**.
* Spreading the Kingdom of God through our **Witness**.

**Vision Statement**

The following Vision Statement sets out the priorities of Kirk Session in its goal to lead towards growth and depth in each of the four areas of the Mission Statement - **WORD, WELCOME, WORSHIP AND WITNESS**, through a mixture of existing and new initiatives.

**Word**

*Growing in faith through engagement with God’s* ***Word****.*

We desire to see worship services that remain centred on and which flow in response from the Word of God. Preaching and teaching will be Christ-centred exposition of the whole of Scripture, accessible to all irrespective of age or education and carefully applied to everyday life.

Recognising that part of the responsibility of the Kirk Session is to ‘feed the flock, we desire to see a church in which individuals, organisations and groups are constantly thinking about how to apply and obey God’s Word and keep it at the heart of all that happens week by week.

We are committed to the continuing development of our Home Group programme as a vehicle for the deeper study of God’s Word, as well as prayer and fellowship.

Committed to the Biblical concept of the covenant family, we aim to engage with each individual at each stage of their life, enabling a clear progression through the various ministries and organisations of the congregation.

We want to encourage all our members to engage with God’s Word through our Home Groups, Youth Cells etc. We want to work out how better to move people from Start Right Courses through to Home Group membership.

We are strongly committed to discerning what provision is needed with regard to building fellowship and strengthening disciples. This will include consideration of the need for full or part-time paid youth leadership, as well as continuing to encourage and equip young people to step into leadership roles.

We want to work out how to retain freshness in church life and have the courage to change course where necessary.

We are committed to forming strategic partnerships, as appropriate, with other church and para-church organisations which will support us in the nurture and discipleship of our people.

We aim to continue to be proactive in the identification, nurture, training, release and support of new leaders in a variety of areas.

We want to enable people to continue to develop gifts in preaching and teaching God’s Word and to give opportunity for them to use those gifts.

**Welcome**

*Being a family of faith in which everyone is* ***Welcome****.*

We want to be a church which helps people to find a ‘way in’. Groups and activities like Book Group, Cycling Group, Table Tennis, Bowling Club, Parents & Toddlers, Men’s Nights, Helping Hands etc could all be further resourced to help with this; as well as this we will seek to build on links with families who send their children and young people to our organisations.

We will work proactively to move people from the periphery of church life towards the centre, where we hope they will play a significant role in the life of the congregation.

Recognising that people attract and welcome people, we want to encourage and affirm each of our organisations as they seek to be doorways into Christ’s church. To help with this, the Church Welcome Pack and online platforms will provide information about LPC, its organisations and any special events. We want to encourage leaders to think proactively along these lines.

We will continue to teach, encourage and train our people to go beyond ‘friendly’ to the point of building deep friendships and real community.

We will continue to pursue opportunities for additional fellowship and community building such as whole congregation courses, special teaching series, and congregational weekends away.

We want people to enter a warm, light, inviting, relaxed environment where there is space to stand and talk without feeling like they’re in the way. To that end, we are committed to pursuing options for the development of our buildings accordingly.

The greeting teams will be easily identified and will be well trained to welcome newcomers and generally be attentive and proactive to the needs of those arriving.

After the morning service we want to encourage as many as possible to stay for tea or coffee, believing this to be an important part of our Sunday fellowship.

**Worship**

*Glorifying God through Christ-centred* ***Worship****.*

We want services that include the whole family of God of every age; that are glorifying, living, real, comfortable for people to come to, no matter how they are feeling, yet uncomfortable in that, through encountering God, we will not leave as we came.

We want our worship space to be light, bright and comfortable, with good and clear sound and vision systems that take into account age and disability. We will continue to provide a place for parents with babies to go and still be able to see, hear and feel part of the service, while not feeling they are disturbing it.

We want to maintain a well organised, well led, inclusive and united worship team regularly meeting to pray, plan and practice together.

We will continue to develop and nurture young people in leading worship, playing, singing etc., gradually feeding them into the worship team.

We want to maintain a consistency of worship that retains the richness of reformed worship tradition along with the best of new traditions and material.

We will continue to encourage the use of our dedicated prayer room as a space where anyone can go at any time to pray, meditate, or just be quiet. Among other things this space will be used for our continuing prayer ministry and special prayer events.

We will continue to develop and support our Prayer Ministry team and create opportunities for its work within the wider congregational life.

We will continue to ensure that corporate prayer is embedded in the life of the congregation through initiatives like our prayer meetings, the Prayer Chain and Prayer Triplets.

While affirming the importance of gathering together for worship, we recognise the opportunities offered by a continuing online presence and we will strive to maximise our engagement with those who join us in this way.

In acknowledging the valuable role played by the Flower & Craft Club in our yearly cycle of worship, we will seek to discover ways in which this ministry might be encouraged, supported and/or resourced.

**Witness**

*Spreading the Kingdom of God through our* ***Witness****.*

We want and expect our congregation to grow as we actively seek to win people for Christ and draw others into a sense of belonging at Legacurry, with the hope and prayer that they will come to faith.

Our church must be community based – a hub for the wider community. We have several groups which provide a service to the wider community and which are flourishing. We will continue to support, resource and encourage these organisations and consider further how they may be doorways for the gospel for all those who are involved.

We will give consideration to the desirability of a youth club-type ministry similar to the previous Netwise group.

We will continue to work alongside our partners in mission, both at home and overseas. More regular contact with these partners, a better flow of information to the congregation and more dedicated prayer will be our priorities.

We will continue to pray for, commission, train and encourage those of all ages who are called to mission endeavour, either individually or as part of teams, whether that mission be local or global, short, medium or long-term.

We will continue to affirm and encourage individuals within the congregation to maintain and strengthen links with other mission agencies.

We are committed to encouraging our people to support God’s mission on earth prayerfully, practically and financially.

When appropriate we will speak into the public square on issues that relate directly to God’s Word e.g. justice, moral issues – in doing this we will seek support and guidance through our partnerships with Biblically-based public square agencies. We particularly see the importance of equipping our young people to speak with relevance on these issues.

We want to maintain our existing links with the local community in Ravarnet and will remain open to developing further our outreach ministry there.

We will continue to promote Start Right and follow-on activities. We will work at encouraging more members of the congregation to issue invitations to these groups, seeing it as a core outreach; and will investigate training others to run Start Right or similar evangelistic courses.

We will take steps to build confidence in our members to be effective witnesses on their ‘frontlines’ at school, college, work etc.

We will continue to plan 1-2 years ahead for a programme of one-off special events or periods of evangelism to which people can be invited. These will include men’s nights, women’s nights, family, children’s and youth events etc.

**Themes**

There are a number of common themes emerging from our vision in these four key areas, including the following:

* Becoming a hub for and witness to the community
* Facilitating accessibility and development of worship
* Creating pathways into leadership and equipping existing leaders
* Developing relationships within and beyond the congregation
* Presenting opportunities for service
* Encouraging greater commitment to personal and corporate prayer
* Leading with courage and flexibility
* Reaching beyond the walls of our buildings
* Building on what we already do while being prepared to try new things where appropriate

In all of these things, as the family of faith in Legacurry, we commit ourselves to be:

**Faithful**  to the Word and faithful stewards of everything entrusted to us.

**Responsive**  to the leading of the Holy Spirit.

**United**  in going forward, recognising that this is not simply the work of the Committee, Session or Minister, but of the whole congregation.

**Vigilant** in recognising that as we develop as a congregation we will become a target for Satan’s attacks.

Job Description

### Job Title

Youth Co-Ordinator

### Primary Role

The primary role of the Youth Co-ordinator is discipling and providing pastoral support to the young people of our congregation focusing on those aged 11-25.

The Youth Co-Ordinator will be a point-person for all youth-related activities in the church.

### Responsibilities

* Develop a strategy, in conjunction with Kirk Session for youth work in the congregation over the next 3 years with a cohesive approach across all organisations.
* Take the lead in providing pastoral care for our young people under the direction of Kirk Session.
* Overall leadership and coordination of Youth Fellowship and Youth Cell Groups.
* Mentor our key leaders and oversee mentoring amongst our young people, including the provision of relevant training.
* Identify, encourage and develop young leaders.
* Organise training sessions for the wider church on youth issues and advise on practical biblical resources.
* In conjunction with the Minister:
  + Take part in church services, including occasional Bible teaching.
  + Encourage, equip, and create opportunities for young people to be involved in church services as appropriate.
* Organise, develop and co-ordinate events within the congregation and beyond such as:
  + Youth events
  + Community outreach
  + Youth Mission
* Use communication tools such as social networks and WhatsApp to communicate clearly and effectively ahead of events.
* Develop relationships with local schools, other local organisations and churches.
* Oversight of curriculum for the non-uniformed youth organisations and groups, including sourcing of relevant materials. Liaison with leaders of the uniformed organisations to assist with the sourcing of relevant materials.
* Regular attendance at the uniformed organisations (BB & GB) and linking with / supporting their leaders.
* Re-establish a youth club to help engage with young people from the surrounding area.
* Develop youth outreach and ministry in Ravernet.
* Work with Sunday School leadership to ensure continuity between children’s and youth ministry.
* Head up Youth Committee, a forum for input from young people and others involved in youth ministry.
* Assist with other church ministry activities as and when required.

### Qualifications

***Essential***

* The essential nature of this post requires that the successful candidate be a Christian as  provided for under excepted occupations in Fair Employment Treatment (NI) order 1998
* Sympathetic to and willing to work under the beliefs, policies and practices of the Presbyterian Church in Ireland.
* Demonstrable organisational skills with the ability to plan ahead and communicate effectively.
* Hold recognised professional qualifications in Youth & Community Work, teaching, or other related professional qualifications (such as counselling or social work). Where this level of qualification is not held, demonstrated experience in this field of activity may be deemed equivalent.
* Passionate about seeing young people come to faith in Christ, grow in their Christian faith, and fulfilling their God-given potential.
* Self-motivated and able to think creatively, generating ideas and opportunities for young people to develop.
* Experience of engaging with individuals in one-on-one pastoral conversations.
* Able and willing to work flexible hours
* Awareness of youth and culture, and the issues currently facing young people.
* Ability to work individually and as part of a team; to lead by example.
* In depth knowledge of the Bible & methods of study.
* Access to own transport and hold a full driving license

***Desirable***

* Experience in a similar role
* Experience of building mentoring networks

### Reporting and Support

The Youth Co-ordinator will report to the Youth Elder supported by the Legacurry Staff Management Team.

The Youth Co-ordinator will meet weekly with the other staff members to encourage and support one another.

It is envisaged that this role will be full-time, however for the right candidate, part-time may be considered.

### Application

### Completed Application Form, together with an accompanying Curriculum Vitae outlining suitability for this position, should be submitted by email to: [jobs@legacurry.church](mailto:jobs@legacurry.church)

Closing date for applications is 17th January 2025

Successful applicants will need to undergo Access NI clearance and adhere to the church’s policy on

working with children, young people and vulnerable adults.

*Thank you for taking time prayerfully to consider this opportunity. We look forward to receiving your application.*

A picture containing diagram

Description automatically generated**Form AP2(HA)**

**APPLICATION FOR EMPLOYMENT**

|  |  |
| --- | --- |
| PRIVATE & CONFIDENTIAL **Return this form** by email to: **jobs@legacurry.church**  **POSITION APPLIED FOR:**  **YOUTH CO-ORDINATOR** | |
| Title: | Schools  Qualifications gained |
| Surname: |
| Forename(s): |
| Address:  Postcode:  E-mail address: |
| Tel. Nos (please include code):  (Home)  (Work)  (Mobile) |
| Current driving licence?  Groups: Expiry Date:  Details of any endorsements: | College/university  Qualifications gained |
| Access to a vehicle for business use? |
| National Insurance No. | Other training |
| Are there any restrictions on you taking up work in the UK? |

**Other Employment**

|  |
| --- |
| Please note any other employment you would continue with if you were to be successful in obtaining this position. |

**Leisure**

|  |
| --- |
| Please note here your leisure interests, sports and hobbies, or other pastimes, etc. |

**Employment History**

**(Please complete in full using a separate sheet if necessary, starting with your most recent employment and give reasons for any gaps in employment)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Address of employer | Job Title & Duties | Salary on  leaving | Reason for leaving |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**References**

|  |  |  |  |
| --- | --- | --- | --- |
| Please provide details of two referees who can provide information relating to your competency in a caring role, one of whom must be your present or most recent employer (referees for qualified Nurses must be professionals). If you are a student, please give an academic referee. If you are applying for a post which requires unsupervised access to children/vulnerable adults, we reserve the right to approach any past employer for a reference. | | | |
| 1. | Name: | 2. | Name: |
|  | Position: |  | Position: |
|  | Organisation: |  | Organisation: |
|  | Address:  Postcode: |  | Address:  Postcode: |
|  | Tel No. |  | Tel No. |
|  | May we approach the above prior to interview? |  | May we approach the above prior to interview? |

**Essential Criteria**

Please detail how you meet the essential criteria detailed in the Personnel Specification.

1. The essential nature of this post requires that the successful candidate be a Christian as provided for under excepted occupations in Fair Employment Treatment (NI) order 1998.
2. Sympathetic to and willing to work under the beliefs, policies and practices of the Presbyterian Church in Ireland.
3. Demonstrable organisational skills with the ability to plan ahead and communicate effectively.
4. Hold recognised professional qualifications in Youth & Community Work, teaching, or other related professional qualifications (such as counselling or social work). Where this level of qualification is not held, demonstrated experience in this field of activity may be deemed equivalent.
5. Passionate about seeing young people grow in the Christian faith and fulfilling their God- given potential.
6. Self-motivated and able to think creatively, generating ideas and opportunities for young people to develop.
7. Experience of engaging with individuals in one-on-one pastoral conversations.
8. Able and willing to work flexible hours
9. Awareness of youth and culture, and the issues currently facing young people.
10. Ability to work individually and as part of a team; to lead by example.
11. In depth knowledge of the Bible & methods of study.
12. Access to own transport and hold a full driving license

**Desirable Criteria**

Please detail how/if you meet the desirable criteria below.

* Experience in a similar role
* Experience of building mentoring networks

**General Comments**

|  |
| --- |
| Please detail here your reasons for this application, your main achievements to date and the strengths you would bring to this post. Specifically, please detail how your knowledge, skills and experiences meet the requirements of this role (as summarised in the person specification). |

**Cautions, Rehabilitation and Criminal Records**

|  |
| --- |
| Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the Exceptions Order 1975 as amended by the Exceptions (Amendment) Order 1986, which means that convictions that are spent under the terms of the Rehabilitation of Offenders Act 1974 **must be disclosed**, and will be taken into account in deciding whether to make an appointment. Any information will be completely confidential and will be considered only in relation to this application. The direct impact of any conviction(s) on your application will depend on the nature.  In addition **you are required** to submit to a criminal record check through Access NI. Any disclosure made by the CRB/Access NI will remain strictly confidential.  Have you ever been convicted in a Court of Law and/or cautioned in respect of any offence? **NO** (delete as required)  If YES, please give details |

**Special Requirements**

|  |
| --- |
| Because this position involves the care of children and/or vulnerable adults’ employment is dependent on the following:   1. Your written consent to obtaining a standard/enhanced disclosure certificate from Access NI. 2. Such disclosure being acceptable to us. 3. Proof of identity – birth or marriage certificate (where appropriate) and passport (if available). 4. Two satisfactory written references. |

**Declaration (Please read carefully before signing this application)**

|  |
| --- |
| 1. I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered. 2. Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor. I agree that the organisation reserves right the right to require me to undergo a medical examination. In addition, I agree that this information will be retained in my personnel file during employment and for up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act. 3. I agree that my previous employers may be approached for references. I also agree that should I be successful in this application, I will, if required, apply to the Criminal Records Bureau/Access NI for a standard or enhanced (as appropriate) disclosure/PVG Scheme Record or Scheme Record Update. I understand that should I fail to do so, or should the disclosure or reference not be satisfactory, any offer of employment may be withdrawn or my employment terminated.   Signed:  Date: |