

Schools Work Advert

Are you passionate about working with schools and communities?



Schools Worker

Part-time, 17.5 hours per week, fixed-term contract.

Are you a flexible team player with a 'can-do' attitude and a good sense of humour, calm under pressure and able to work in a demanding, fast-paced environment? Do you have good organisational and administrative skills? Do you have good communication skills and the ability to take initiative, manage your own workload and meet deadlines?

We are seeking a motivated and enthusiastic individual to join our team to plan, organise, lead, participate in and support school assemblies, lunchtime clubs and Christian Unions. The position will also assist with other aspects of Witham BB programmes such as after-school sport and drop-in clubs in the Witham area, working directly with young people in a multi school setting. You will also take responsibility for specific projects and tasks, working closely with our Programme Director.

You will possess strong IT and written skills, good interpersonal skills and the ability to communicate with people of various backgrounds and levels. Travel across Witham for activities and other meetings, including some very occasional weekend/evening work, will be required. As this is an office-based role, you will need to be comfortable working in a busy environment.

If this describes you, and you are in agreement with the aims and beliefs of Witham BB, then we would like to hear from you.

For more information and to apply, please contact Jason Pheifer on (01376) 520400 or jason@2withamboys-brigade.org.uk or download an application pack from our website WithamBB.org.

Salary: £162.40 per week (17.5 hours)

Contract length: 1 Year (the start date will be negotiated with the successful applicant and may be renewed or extended)

Closing date: Noon on Friday, 18th May 2018

Interviews will be held on a date in June

Interview location: Witham BB Office

This role will require an Enhanced Disclosure from the Disclosure & Barring Service and have an occupational requirement to be filled by a committed Christian, active in church life. Equality Act 2010, Part 1, Schedule 9 applies.



WITHAM BB

FAITH IN YOUNG PEOPLE

Witham BB

Introduction

We believe in young people and put them first in all we do, encouraging them reach their full potential as they journey from childhood into adulthood.

Our Aim

Since 1972 Witham BB has been helping children and young people have fun, build friendships, understand their faith and explore fullness of life.

Our Ambition

We want the Witham to be...

...a place where children and young people realise that they have talents,

...a safe place where they have a chance to release and enhance those talents and

...an adventurous place where they recognise and are given opportunities to use those talents in service in

their community and beyond.

Our Values

FUN

We agree with Dr Seuss "Fun is good" and is key in all we do.

We want every child, young person and volunteer to leave the sessions feeling like they had FUN!

FRIENDSHIP

"It's better to have a friend than go it alone.

Share life.

And if one falls down, the other helps".

We absolutely believe in building strong friendships that last into adult life and we aim to help young people

develop the skills needed to have a great relationship.

FAITH

What do you believe? You should have an opinion, you should know what you believe and you should be able to say why.

"He who has faith has... an inward reservoir of courage, hope, confidence, calmness, and assuring trust that all will come out well - even though to the world it may appear to come out most badly.

B. C. Forbes

FULLNESS

Life is an adventure and we want young people to have a fullness of life, opportunities to try things, chances to fail, moments of exhilaration and an understanding of what makes them thrive.

We believe in every child and young person, that they can achieve amazing things with no limits. We want young people to have life in all it's fullness.

"It takes a whole community to raise a young person"

VISION

Witham BB seeks to improve the life chances of young people in Witham by raising aspiration, attainment, health and well-being. Proactively working with other groups where young people lead change by having opportunities to inspire their communities.

Themes

- Ages & Stages
- Places & Spaces
- Innovate to Motivate

Our Promise

Commitment to long term child and youth development

Town Wide Strategy

Every young person will have the opportunity to take part in;

- Passport to Sports programme,
- 101 Things to do before you are 12,
- #TeamWitham and aspire to be selected to be part of the Witham Leadership Academy.

2020 Outcome

Confident, capable, articulate and experienced young people who are aware of local challenges and opportunities, with the knowledge, contacts, health and base skills to irrepressibly influence and lead the future of both their own lives and the life of Witham.

Where we started

The Boys' Brigade was founded in Glasgow on 4th October 1883 by Sir William Alexander Smith. From this one Company formed in Scotland the BB has grown into a worldwide movement having worked with millions of children and young people for well over a century.

Witham BB

From small beginnings in September 1972, the group has grown to its current 112 boys, 8 Officer staff and 30 volunteers, including six Trustees. Meetings take place at Guithavon Valley Evangelical Church, Witham, plus the BB office, the workshop unit, the local church gym and meeting rooms at Witham United Reformed Church, New Rickstones Academy gym and Bradwell Waterside Marina for the boat. The Company celebrated 40 years of BB in Witham on the 18th September 2012.

How we work

The Boys' Brigade, through its programme of youth and children's work aims to:

Engage:

- providing opportunities for children and young people to meet together in their communities and engage in a range of fun and developmental activities
- empowering children and young people by involving them in decision making at all levels of the BB and giving responsibility appropriate to their age and aptitude
- enabling children and young people to engage with the needs of others (especially other young people) locally, nationally and globally and encouraging them to participate in activities and projects in which they can make a difference

Partner:

- working in partnership with churches to encourage the development of a personal Christian faith
- finding partnerships within communities to meet the needs of children and young people
- creating opportunities to develop partnerships with other appropriate organisations and agencies

Support:

- being responsive to the needs and aspirations of all children and young people regardless of differing abilities, identities, backgrounds, gender or culture and providing appropriate support, advice and guidance
- ensuring the safety and wellbeing of children and young people through the implementation of robust procedures in the selection, development and supervision of leaders
- providing high quality training and resources for leaders, and providing a network of professional staff to support and equip voluntary leaders for the task

In Schools - CYO Witham

We believe that a good, holistic education is vital to enable young people to become valuable members of their community. It equips young people to achieve their full potential whilst at the same time enabling them to contribute positively to society.

Schools in Witham have the invaluable role of supporting the Spiritual and Moral Development of their students. Each month, CYO works with young people of all faiths and none by contributing to this unique aspect of school life.

Every month, CYO staff are invited to visit schools across Witham, providing invaluable curricular and extra-curricular support. Trained to deliver professional standards in youth and community work, our workers serve the schools through any number of ways: providing acts of collective worship, supporting RE and PSHE lessons, running after school and lunchtime clubs and contributing to the school's pastoral structures through smaller, focused mentoring sessions with disaffected students.

CYO recognises that schools hold a special place in society and that any work done by our staff within a school must be in accordance with recognised good practice. We do not believe that any school is an appropriate place for proselytising of any kind. We respect the individual beliefs and values of the diverse range of children and young people we work with.

Person Specification

Schools Worker

Education, Training & Qualifications

Desirable

- *Educated either to bachelor degree level or to a tertiary vocational standard which is broadly equivalent and nationally recognised.*
- *A nationally recognised qualification in work amongst children and/or communities, or the intention and willingness to pursue this.*
- *A recognised biblical, theological or practical mission qualification.*

Skills & Knowledge

Essential

- *Knowledge of and adherence to safeguarding regulations, policies and procedures, and a commitment to applying best practice and working cooperatively with the Boys' Brigade national Safeguarding Team.*
- *A good listener, empathetic, understanding and confidential in a variety of situations and contexts.*
- *A knowledge of the current educational context and the channels through which the understanding and experience of faith may be presented.*

Desirable

- *An understanding of pioneer ministry.*
- *An understanding of the diversity and breadth of children's and families' ministry in a range of contexts.*
- *An understanding of behaviour management and working with young people with challenging behaviour.*

Experience

Essential

- *Experience working in schools.*
- *Prior experience of leading and working in teams which include volunteers.*
- *Prior experience of working on own initiative with complex and conflicting demands.*
- *Prior experience of working in a school environment and engaging children with the Christian faith.*
- *Prior experience of working in a church/faith environment with children and families/carers.*

Desirable

- *Prior experience of working in a community environment with children/youth and families/carers.*
- *Prior experience of creative children's/youth work in schools.*

Personal Attributes & Abilities

Essential

- *A passion for ministry to children and a belief in their ability to have a real and significant faith life.*
- *A high level of self-organisation with the ability to plan, work efficiently and achieve commitments.*
- *Resilient character able to work under pressure.*
- *Ability to set priorities and boundaries, knowing when to say 'No'.*
- *Ability to operate administrative processes to effectively manage the workload.*
- *Ability to get the best out of volunteers through providing leadership, training, supervision and support.*
- *Ability to operate under authority, including within a complex stakeholder environment of multiple schools, churches and communities.*
- *Ability and confidence to interact as a trusted colleague with senior leadership teams in schools and churches.*
- *A respect for and willingness to work with the staff, ethos and systems of school life.*
- *A commitment to collaborative working and an ability to build trust and develop close working relationships.*
- *Flexible, adaptable and confident, able to operate independently and with a sense of moral purpose in school, community and church environments.*
- *Ability to communicate clearly and with sensitivity (orally and in writing) with people of all ages, different cultures and church traditions.*
- *Working knowledge of technology to support the post e.g. office software and social media.*

Desirable

- *Creative, musical and sporting skills and the ability to engage children through them.*
- *Desire and commitment to reach out to and equip families, carers and parents/local communities.*

Genuine Occupational Requirements

Essential

- *An active and vibrant Christian faith is fundamental to the credibility and performance of the role.*

- *A secure understanding of the Christian faith and the ability to engage people of all ages and backgrounds in faith issues.*

Desirable

- *Knowledge of and commitment to the values and ethos of the Boys' Brigade tradition.*

Other Special Requirements

Essential

- *Satisfactory Enhanced DBS.*

Desirable

- *A certificate in First Aid.*
- *A driving licence and own transport.*

Job description

Job Title

Schools Worker

Outline Terms

The Schools Worker shall be employed by 2nd Witham Boys' Brigade on a 12.5 hours per week basis, up to an initial contract period of 14 weeks. There will be a probationary period covering the first four in post. The Schools Worker shall be entitled to 19 hours and 45 minutes of annual leave, 12 hours and 30 minutes must be taken between 23rd and 27th October (school half-term), the additional 7 hours and 15 minutes can be taken in agreement with the Schools Worker's Line Manager.

Work Location

The Schools Worker's base of work shall be the Witham BB Office and include area schools and churches.

Responsible to

The Schools Worker shall be responsible to the Witham BB trustee board. The Programme Director will be the principal contact for day-to-day reporting and accountability.

Responsible for

The Schools Worker shall be responsible for delivering the aims of the work, as summarised in the above Introduction and detailed in this Job Description, in a manner agreed with the trustee board.

Job Summary

Facilitate, resource and strengthen the Christian presence in our schools and the communities around them.

The Schools Worker shall enable the churches of the three Benefices to have presence, welcome and credibility within the schools and their communities through engaging with the schools and providing Christian input which is well received by the children, staff and families.

The Schools Worker shall enhance the standing of the churches as effective partners for the schools in delivering their aims.

Work alongside schools, ministers & PCCs

The Schools Worker shall develop good working relationships with each of the schools, church ministers and their PCCs within the three Benefices.

Complement and enhance existing activities

The Schools Worker shall build on, develop and enhance the existing involvement the churches already have for activities within the schools.

With a view to 2018 - Pioneer and encourage new initiatives

The Schools Worker shall work collaboratively with the schools and the churches to identify and realise new initiatives which enhance the knowledge of and experience of the Christian faith in both the schools and their local communities.

Recruit, train and equip volunteers

The Schools Worker shall, in consultation with the church ministers, form teams from their church communities which will work in partnership with and learn from the Schools Worker in the delivery of the above activities and initiatives.

The Schools Worker shall be a role model and demonstrate missional engagement in schools and communities so that churches can learn from the example.

Main Duties & Tasks

The Trustee Board

The Schools Worker shall report to and work in partnership with the Trustee Board throughout the life of the contract to ensure:

- *The aims of Witham BB schools work are being fulfilled;*
- *Opportunities suited to the work's objectives are being prioritised and pursued;*
- *Expectations of what the work will deliver are understood and managed;*
- *Supportive and effective working relationships with all stakeholders;*
- *The work evolves appropriately with time and progress.*

Schools

The Schools Worker shall work collaboratively with head teachers and their staff to maintain existing and develop new opportunities for appropriately promoting knowledge of and experience of the Christian faith through best practice in such activities as:

- *Assemblies;*
- *Extra-curricula clubs and activities (Lunch time clubs, CUs and After school sport clubs).*

Alongside working with a view of development into 2018 in such activities as:

- *RE curriculum delivery;*
- *Relevant parts of PSHE curriculum delivery;*
- *Other relevant events in the life of the school.*

The achievement of the above may include a mixture of: taking responsibility, supporting staff with resources and participation, involving church teams raised by the Schools Worker.

The involvement of the Schools Worker may include such activities as:

- *Developing the spiritual vitality and well-being of children (e.g. in prayer, reflection & mindfulness);*
- *Availability to provide occasional pastoral support to teachers, pupils and their families;*
- *Supporting children through transition stages (arriving, progression, leaving);*
- *Availability to parents (e.g. presence at the school gate, parent forums and major school functions);*
- *Promoting understanding of and engagement with the major Christian festivals;*
- *Promoting stronger links between school and church.*

Community

The Schools Worker shall be proactive in exploring, developing and promoting meaningful and sustainable links between school, community and church.

The Schools Worker shall encourage and nurture church involvement in community events relevant to the schools.

Churches

The Schools Worker shall work collaboratively with the church ministers and their ministry teams to further the aims of the Witham BB schools work by:

- *Promoting awareness of, and prayerful support for, the Witham BB activities;*
- *Identifying suitable teams to respond to opportunities being developed in schools and their communities;*
- *Training, leading and encouraging those teams;*
- *Promoting and inspiring a missional outlook and lifestyle.*

The Schools Worker shall issue regular progress reports, at least a week ahead of every board meeting.

Relationships & Stakeholders

Key Relationships

- *The Programme Director;*
- *The Trustee board;*
- *The children, staff and headteachers at the schools;*
- *Leaders of children's and youth organisations in the community;*
- *Boys' Brigade Safeguarding Team and School Safeguarding Representatives.*
- *Youth for Christ Team.*