

Diocese of Norwich Undergraduate Training Scheme

Trainee in Youth Ministry (Smithdon High School, Hunstanton)

Title of the post	Trainee in Youth Ministry
Professional and Ministerial Practice Agency	Diocese of Norwich
Line Manager	Jonathan Richardson
Placement Supervisors	Mr. Simon Wilson (Head Teacher) Rev. James Monro (St. Edmund's, Hunstanton) Pastor Dan Holland (The Way Christian Fellowship)
Office base	Smithdon High School
Hours during term	17 hours per week
Hours during vacations	17 hours per week
Financial Arrangements	Salary of £16,157.56 pro rata College travel expenses Work related expenses Course registration costs Course residential costs
Holiday entitlement	22 days per year, + Bank Holidays pro rata.
Length of Professional and Ministerial Practice Agency	Three academic years

Overall Aims of this post:

To assist the ecumenical team currently developing Christian lunch time and afterschool clubs in Smithdon High School, and the youth club based in St. Edmund's church hall in Hunstanton that has arisen out of this ministry.

To assist the head teacher as an honorary member of staff in developing his vision for pastoral care and religious education within the school.

To assist the local churches' strategic outreach to young people.

Specific Duties and Responsibilities:

To be an honorary member of Staff at Smithdon High School, where the trainee will be encouraged to develop their skills in chaplaincy and counselling, taking assemblies, RE classes, emotional wellbeing courses and seminars about aspirations and careers. They would be expected to be part of the school's *Pastoral Support Team* as a champion and listener to the vulnerable.

There will be opportunities to get to know pupils by being around in breaks and on trips. They would be encouraged to use any specific gifts in sport or music, and engage in school life, including accessing staff development and training including safeguarding.

To work with the ecumenical team to develop their lunchtime and after school clubs in the school, and at least one session a week in their local youth club to build on links made in the High School.

To develop a strategy to disciple young people through group or one-to-one contacts. This may well be outside any formal church context.

To work with feeder primary schools and local churches of all denominations to build links with younger children so that the trainee is a familiar face once they start High School.

To be part of the Norwich Diocese Children, Youth and Families Team.

To ensure agreed safeguarding procedures are built into all activities.

To undertake administration, communication, networking and publicity as required for the youth work.

The student will also be expected to attend an agreed local church during the length of the placement and visit other churches in the school catchment area as appropriate.

It would be preferable for the student to have their own transport in this rural area, for which the appropriate mileage would be paid.

Accommodation will be provided in the locality while the student is working in the High School catchment area.

Safeguarding: The appointment of a chaplain will be subject to a DBS check. They will be expected to work within the schools (and Diocesan) Safeguarding policies and procedures. They will be expected to have due regard for the safety and well-being of themselves, the students and the staff.

Skills, Aptitude, Knowledge and Experience:

Essential:

- Some experience of working with young people in a paid or voluntary capacity.
- Sensitivity to school systems and processes. Effective written and verbal communication skills. Effective inter-personal and listening skills.
- Pastoral sensitivities to both student and staff needs.
- Awareness of issues relating to children/young people.
- Have an understanding of Safeguarding (particularly in a school context). To be self-aware and willing to engage in mature reflective practice.

Desirable:

- Experience of setting up and running activities for young people.
- Experience of mentoring.
- Experience of working in partnership with others (ecumenical and secular).
- A good knowledge and understanding of the Bible, prayer and worship so as to lead and nurture others.
- Some knowledge and understanding of other world faith / religions.

Personal Qualities:

Essential:

- Able to build and maintain professional relationships.
- Able to develop mutual trust and respect with students and staff. Able to be a good Christian role model to students.
- Able to work as part of a team.
- Be approachable, friendly and non-judgemental. To be sensitive to those of other faiths and none.

Desirable:

- Self starter who is creative, motivated and can work on their own initiative.
- Sensitive, caring, patient and resilient nature.
- Have lots of energy and enthusiasm to motivate students, especially in areas relating to faith.
- A sense of humour.