



Prince's Drive Baptist Church (PDBC) - Families' Worker

Part-Time, 20 hours/week

Three-year fixed term contract.

Location:

Prince's Drive Baptist Church
Prince's Drive
Colwyn Bay
LL29 8LA
01492 531681
pdbcoffice@gmail.com

Reports To:

Minister and the Prince's Drive Baptist Church Trustees

Job Purpose:

The Families' Worker will support and nurture the spiritual growth and well-being of children, youth and families within the church and our wider community. This role involves coordinating family-oriented activities, providing pastoral care, and fostering an inclusive environment that aligns with the church's values.

Key Responsibilities:

1. Family Ministry Development:

- o Develop and implement programs and activities that support family engagement and spiritual growth.
- o Facilitate regular "All Age" or "Family Services".
- o Organise family-focused events such as parenting workshops, family retreats, and community service projects.
- o Collaborate with church leadership to establish a family ministry vision and strategy.

PRINCE'S DRIVE BAPTIST CHURCH, PRINCE'S DRIVE, COLWYN BAY, LL29 8LA

☎ 01492 531681 · pdbcoffice@gmail.com www.pdbc.org.uk

PDBC Registered Charity number 1198633

Lead Minister Revd Dr Rob Beamish

Elders Steve Davies, Ben Nuss; **Treasurer** Matt Coulton **Secretary** Siobhan Watson
Deacons Lou Beamish, Ross Lander, Emma Coulton, Helen Gower, Jim Graham, Zoey McNeil



2. Pastoral Care:

- o Work alongside the church's pastoral care team (PCT) to provide support to families, including prayer and encouragement.
- o Visit families in their homes, hospitals, or other locations as required in consultation with the church's pastoral care team to offer support and care.
- o Maintain confidentiality and demonstrate sensitivity in all interactions.

3. Children and Youth Engagement:

- o Oversee the Connect ministry ensuring alignment with ministry goals.
- o Support and actively participate in children's and youth activities.
- o Encourage and facilitate active participation of children in the more formal aspects of church services.
- o Participate in the baptism of children and youth.
- o Provide support and accommodations to ensure inclusion of children with additional needs.

4. Volunteer Coordination:

- o Recruit, train, and support volunteers for family ministry programs and events.
- o Ensure volunteers are equipped and motivated to serve effectively within their roles.

5. Community Outreach:

- o Build and maintain relationships with local schools, community groups, and other organisations to promote the church's family ministry.
- o Represent the church at community events and activities, fostering a positive presence.

6. Administration and Communication:

- o Maintain accurate records of family ministry activities and participants.
- o Work with the Safeguarding team to ensure a high standard of provision.
- o Prepare and distribute communication materials, such as newsletters, social media posts, and church bulletin updates.
- o Report regularly to church leadership on family ministry progress and outcomes.

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Person Specification:

- **Experience:** Previous experience in children's, youth or family ministry, pastoral care, or related roles within a church setting.
- **Skills:**
 - Strong interpersonal and communication skills.
 - Ability to work independently and as part of a team.
 - Proficiency in IT and church management systems.
- **Personal Attributes:**
 - It is an occupational requirement that this role is filled by a committed Christian with a strong faith and active church involvement.
 - Be willing to become an active participant in the worship life of the church.
 - Empathetic, approachable, and culturally sensitive.

Working Conditions:

- This is a part-time position (20 hours per week), with flexible working hours including evenings and weekends as required.
- The role involves a combination of office work and practical engagement.

Benefits:

- Opportunities for professional development and training.
- Supportive and collaborative working environment.

Application Process:

Interested candidates should submit their CV and a cover letter outlining their suitability for the role, and references to Mrs Sarah Lander, Church Administrator via email: pdbcoffice@gmail.com

Please note that this appointment is subject to a satisfactory Enhanced DBS disclosure and a formal offer of employment will not be made until this has been completed.

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Application Deadline: Sunday 17th November

This job description outlines the general nature and key responsibilities of the role but is not exhaustive. The Families' Worker may be required to undertake other duties as reasonably required by the church leadership.

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