



Kngs Road United Reformed Church

91 Crowstone Road, Westcliff-on-Sea SS0 8LH

☎ 01702 352668 🌐 www.kingsroadurc.org.uk

Facebook <https://www.facebook.com/KingsRoadURC>

Livestreamed services: <https://kingsroadurc.org.uk/TV>

CHURCH COMMUNITY and OUTREACH WORKER

Job Description

Title	Church Community and Outreach Worker
Employed by	Kings Road URC
Responsible to	Church Members via the Elders and Minister
Work base	Kings Road URC, 91, Crowstone Road
Work Area	Westcliff-on-sea, and the wider Southend-on-sea area.
Hours	Between 20 – 25 hours per week on a 5-year fixed term contract with review in year 4.
Closing Date for Application	Wednesday 9 th October 2024

The Vision and Aim of our Church:

Our church seeks to reach out to the community with the love of God through its activities and the facilities offered within its building and beyond.

More specifically to the role of community and outreach worker, our mission statement aims:

- To provide a welcome Christian atmosphere to all who enter our church building.
- To work with other churches and denominations in the local area.
- To liaise with other local charitable organisations and the Southend Council to follow Jesus' example by offering help to those in need in our community.
- To share God's love for all by encouraging inclusiveness and celebrating diversity in our church.

Objectives

- To nurture and grow aspects of current church life.
- To explore the needs of the community and other areas for the church to be involved in.

Job Description

- To work alongside the present outreach team of volunteers, the Centre Manager and the Elders to plan, maintain and run a calendar of outreach activities for the local community, both at the church and out in the community itself.
- To nurture our church's strong link with the youth organisations and to develop stronger links with hall hirers who meet at church.
- To ensure our message is spread across the wider community by communication and networking; to open avenues and initiatives to make our church more visible and viable in the local area.
- To establish and nurture partnerships and meaningful relationships with organizations throughout the local area, to help those in need in our community.
- To encourage, enable and develop a volunteer workforce.
- To contribute consistently to our social media presence with strategic, quality information.
- To evaluate the impact and effectiveness of events and plan future initiatives effectively.

Person Specification

	Essential	Desirable
Qualifications	Recognised relevant qualifications or proven experience in community work. Good IT skills, particularly with Microsoft Office 365	Degree or equivalent Qualified community worker
Experience	Experience of working within community groups. Evidence of the ability to build up positive relationships as part of community work. Evidence of enabling, empowering and encouraging others.	Experience of similar work. Experience of working with a church Experience of delivering verbal and written reports
Skills and Abilities	A willingness to be part of our worshipping community at least once a month. Experience of and ability to network. An enthusiastic “can do” attitude. A willingness and ability to work with all ages, cultures and backgrounds. A team-worker with good leadership skills. Good time management and a willingness to work flexibly to meet the needs of the role. Ability to raise the profile of the church in the local community and to communicate our activities. An outward-looking focus to identify those in our community who would most benefit from our vision.	An understanding of the local community. Creative skills e.g. music, drama, craft.
Vision	To help build our vision within the community.	

Resources: The post holder will have shared use of an office at church.

Mileage/expenses will be reimbursed for appropriate expenses.

Hours & Terms:

- There is an occupational requirement that the postholder is a Christian.
- The appointment is subject to receipt of satisfactory references, completion of enhanced Disclosure and Barring Service (DBS) and satisfactory completion of a 6-month probationary period.
- 20 -25 hours per week with flexibility including evenings, weekends, and some school holidays.
- 28 days annual leave plus bank holidays for Full Time, Pro rata for part time.
- The post will be reviewed towards the end of year 4.

Salary: Pay range £26,000 - £32,000 pro rata depending on experience.

Management of role: This role is overseen by the Elders and Minister. A person will be appointed to play a lead role in working with the employee.