



**Oughtibridge**  
Parish Church

# **Mission Enabler (Part-Time)**

## **Job Description**

## Overview

Oughtibridge Parish Church (OPC) is looking to appoint someone to the new post of 'Mission Enabler'. This position will be part-time (8hrs per week).

This document provides:

- a profile of the parish and the parish church,
- the vision for the Mission Enabler role,
- a job description, and
- the application process and timescale.

## A Profile of the Parish

The parish is composed of three villages – Oughtibridge, Worrall (to the south) and Wharnccliffe Side (to the north). At the time of the 2011 census, the three villages had a combined population of 6184, which has increased marginally over the last 11 years. However, there will be a significant increase in population over the next few years because of the ongoing development of 320 new homes in Oughtibridge.

Each village has a school (1 secondary, 2 primary) and Oughtibridge Primary School is especially sought-after. The area is also attractive because it combines a rural life with the convenience of being within easy reach of central Sheffield. For these reasons, lots of young families have moved into the parish over recent years and continue to do so.

There is a lively culture in the villages of community events and communal life, reflected in the wide variety of clubs and societies and, indeed, pubs! All this is a promising social context for a local church that is looking for opportunities to reach out with the gospel.

## A Profile of OPC

We are an evangelical church, with a love for Jesus and a desire to make him known, locally, regionally and globally. We have a full-time Vicar, a full-time Associate Vicar, a full-time Minister for Children, Youth and Families and a part time Administrator. We are looking to be a church at the heart of our community, serving the people of these villages in a variety of ways, but most especially with the saving news of Jesus Christ.

Over recent years OPC has gone through a period of significant change. In June 2020 a new vicar was appointed. In September 2020 a church graft saw 25 people move from Christ Church Fulwood to join the church. Since then, we have experienced significant natural growth, as people have moved to the area, become Christians or joined the church. In October 2021 Oughtibridge Chapel united with OPC to form one enlarged local church. And, of course, this has taken place during the turbulence of the covid-19 pandemic. All of these factors mean we are a much-changed church with evolving needs.

In 2019 average Sunday attendance was 21. Attendance, especially among children, was uneven. Following the church graft in September 2020, regular Sunday attendance rose to approximately 60 people, though it's hard to assess what attendance would have been were it not for the pandemic and the availability of a high-quality livestream. Over the following year regular Sunday attendance rose to approximately 90 people and then to 120 people in October 2021, as a result of the unification with Oughtibridge Chapel. In the first three months of 2022 this number has risen to an average of 135. The makeup of the church family is now a lot

younger. We have 156 adults on our database and 60 children, though not everyone on the database is an active member of the church.

These statistics demonstrate the significant growth we have experienced over the last two years, which has led to growing administrative demands.

## **The Vision for the Role of the Mission Enabler**

The Mission Enabler would be responsible for establishing a new mid-week after-school Kids' Club for primary-aged children and overseeing a team of volunteers. This would be done with support and oversight from the Minister for Children, Youth & Families.

The vision for the ministry of the Mission Enabler is to create a mid-week Kids' Club where children are having a great time, coming under the sound of the gospel, and building meaningful relationships with people from within the church family (leaders and other children). We envisage that the ministry will have a variety of games and activities, crafts, snacks as well as a short, engaging and accessible gospel message, and perhaps a very short and accessible group time to help children engage further with the message. We hope that, as God graciously brings children to believe in Him through this ministry, they may feel ready to move into the heart and life of discipleship in our church family on Sunday mornings too.

This ministry would bridge a gap in the pathway for primary aged children who have attended and enjoyed an evangelistic event or a school assembly, but who may not feel ready or supported by their family to attend our discipleship programme on Sunday mornings. However, we hope that we may also get children coming along through publicity and personal invitation.

## Job Description

*To work under and the oversight of the Minister for Children, Youth and Families to establish, develop and support a new mid-week after-school Kids' Club for primary-aged children at Oughtibridge Parish Church (OPC). This work will be done in partnership with staff and volunteers from among the church family.*

## Principal Responsibilities

The responsibilities of this role will include, but may not be limited to:

1. Planning and preparing the programme, resources, and publicity needed for the Kids' Club;
2. Overseeing the planning of a termly programme;
3. Leading and equipping a team of volunteers to build relationships and engage in gospel conversations with the children attending and their families;
4. To ensure the ministry complies fully with our safeguarding policies;
5. Liaising with the Minister for Children, Youth and Families.

## Person Specification

The successful applicant will be someone who:

- Is reliable and trustworthy
- Is prayerfully committed to growth in their own personal godliness
- Is a conservative evangelical Christian who is able to commit to the OPC 'Values' ([opc.org.uk/ourpurpose](http://opc.org.uk/ourpurpose))
- Demonstrates a love for children and a desire for them to know Jesus
- Is an able Bible teacher who is willing to further develop in their training in ministry
- Is able to lead a team of volunteers
- Is able to initiate, plan and finish tasks
- Is proficient in the use of a computer, email and electronic means of administration.
- There is a genuine occupational requirement that the post-holder should be an evangelical Christian with a firm faith.

## Terms and Conditions

### Hours and place of work

This is a part-time post (8 hours per week) with attendance at the ministry as a requirement within these hours. Once agreed, regular working hours will be expected, though some flexibility may be possible upon agreement with the Minister for Children, Youth and Families.

There is not provision of an office with this role, so the post-holder will need to be flexible in this respect, including being willing to work from home.

### Line-Management

The post-holder will be line-managed by the Minister for Children, Youth and Families, while overall oversight is provided by the Vicar.

### Duration of Post

This post is funded by a grant made by the Diocese of Sheffield. It is anticipated that this grant will be reissued for a second year with a low likelihood of a third year. Therefore, this post is offered for 1 year at a time and its continuance beyond that period cannot be guaranteed.

### Salary

The salary level is £5,250 p.a. (equivalent to £12.62 per hour for 8 hours per week). Church salaries are reviewed annually.

### Pension

An employer's contribution of 14 % will be paid into a personal pension scheme.

### Expenses

Full working expenses will be met by the PCC. There is a modest budget from the Mission Enabler Grant for the provision of a laptop to use for work purposes, if required. In addition, conference fees for one annual conference as agreed with the Minister for Children, Youth and Families.

### Holiday Entitlement

There is holiday entitlement of 28 days pro rata, plus statutory public holidays. Holiday dates are to be agreed with the vicar.

### Safeguarding

This post is subject to an enhanced DBS clearance as well as our Safer Recruitment process. The post-holder will need to complete the relevant safeguarding courses.

### Health and Safety

You will be required to abide by OPC's Health and Safety and Safeguarding policies.

### Period of Notice

In the event of either the employer or employee wishing to terminate this employment a minimum of 6 weeks' written notice is usually required.

## How to apply for the post

**This post is subject to Enhanced DBS Clearance.**

For further details regarding this post or for an application form, please contact Revd Chris Tufnell (chris@opc.org.uk).

If you wish to be considered for this post, please send a completed application form to Revd Chris Tufnell (chris@opc.org.uk).

The closing date for applications is **Friday 29<sup>th</sup> November 2024**.

Interviews will be held during week commencing **Monday 3<sup>rd</sup> December 2024**, by arrangement with the interviewee.

The start date for this role will be in January 2025, with the new ministry to commence during the week of 24<sup>th</sup> February 2025 (after the school half-term).