

Diocese of Chichester



1. **Job Title** Diocesan Youth Officer and Encounter Scheme Leader
2. **Department** Children and Young People (YES, You Equipped to Serve)
3. **Responsible to** Adviser for work with children and young people
4. **Main Purpose of Job**

As a member of the children's and young people's department, to provide support, encouragement and advice to young people, and those who work with them in the parishes of West Sussex (Archdeaconry of Horsham and Chichester and Worthing Deaneries). In addition, to lead the Encounter Scheme for the Diocese and liaise with others across the South East of England and nationally, as required, in relation to the development of young leaders in the Church of England.

5. Principal Duties

As a team member:

- 5.1 To be a member of the children and young people's work team.
- 5.2 To attend and contribute to team meetings and regular one to one meetings with the Adviser.
- 5.3 To attend and contribute to the Equip lunches for salaried children's, youth and families workers.
- 5.4 To help organise and facilitate retreats, training and events for youth leaders and young people across the Diocese (with a focus in West Sussex).
- 5.5 To undertake any other reasonable tasks as requested by the Adviser for work with children and young people.

As a Diocesan Youth Officer:

- 5.6 To maintain close links with clergy, youth leaders and interested laity at parish, deanery and diocesan level in order to communicate information and developments in youth work practise.
- 5.7 To encourage, promote, facilitate and lead training for youth leaders (with a focus in West Sussex).
- 5.8 To be responsible, along with the Adviser, for organising and participating in retreats, camps and events (both residential and day) for young people and their youth leaders.
- 5.9 To maintain links with other Youth Officers (with a focus on the South East) through general networking and occasional national gatherings, as deemed beneficial and practical, in liaison with the Adviser.
- 5.10 To encourage, where appropriate and practicable, ecumenical partnerships in the delivery of youth work.
- 5.11 To enhance the existing relationship with West Sussex County Council Youth and Community Service and the West Sussex Council for Voluntary Youth Services.

5.12 To initiate new pieces of work, research or activity based, that will help encourage fresh thinking and youth work practice.

As Encounter Scheme Leader

5.13 To maintain and develop the scheme as an emerging (18-25s) leadership, discipleship scheme based in Chichester Diocese.

5.14 To ensure the material delivered on the Scheme, the placements and experiences are sufficient to engender future high quality social, business, church and charity servant leadership and an understanding of vocational call in its widest sense.

5.15 To develop the scheme in such a way that there is sharing of best practise through liaison with diocese in the South East, Ministry Division, Church Pastoral Aid Society and other organisations.

5.16 To provide expertise, models and advice to diocese seeking to develop similar schemes.

5.17 To work ecumenically in fostering similar schemes with other denominations.

5.18 To accept members into the YES Encounter Scheme from Ministry Division, Church of England Youth Council and other related organisations.

5.19 To work, with the Adviser, towards external accreditation for the Yes Encounter Scheme.

Skills, knowledge and experience required.

The post holder must be able to demonstrate and evidence:

6.1 Commitment to working as part of a team and collaboratively with all members.

6.2 Commitment to and enthusiasm for the development of young people's spirituality and faith development.

6.3 Ability to nurture young people's belonging to the body of Christ and calling to Christian service.

6.4 A vision for mission and evangelism to and with young people.

6.5 An ability to relate to and effectively communicate with young people.

6.6 Direct experience of working with young people.

6.7 Ability and experience of training and educating adults.

6.8 An ability to organise large events.

6.9 Administrative competence.

6.10 Knowledge of, and acquaintance with theories of the physical, social and spiritual development of children and young people.

6.11 A knowledge of the structures of the Church of England and a sensitivity to its language and diversity.

6.12 An understanding and knowledge of the practice in the Church of England with regard to baptism, admission to communion, confirmation and liturgy.

6.13 An openness to the breadth of spirituality and forms of worship in the diocese.

6.14 An ability to teach across a wide range of theological traditions in order to affirm and encourage best practice in work with young people.

Notes

7.1 The Youth Officer / Encounter Scheme Leader will work from Church House, Hove - but it is expected that they will spend significant time on the road in their role (with some evening and weekend work expected). They should hold a clean driving license and have access to a vehicle.

7.2 The Youth Officer / Encounter Scheme Leader will be encouraged to continue their professional development and there will be Diocesan support for this (research projects, conferences, and retreats being just a few examples).

7.3 The Youth Officer / Encounter Scheme Leader will have access to secretarial and administrative support in Church House.

Terms and Conditions

These will be advised separately.