APPLICATION PACK

Youth and Young Adults Pastor

Closing Date: Friday 4 August 2017
Dear Candidate

Welcome to HCC, we’re so pleased you’re considering applying for this exciting new role which aims to take the youth and young adult ministry of our church to the next level.

HCC is a church for everyone. We’re not about being ‘religious’, we’re about living, experiencing and applying Bible-based faith in the 21st Century. Our passion is finding real and practical ways to help people reach towards the best that God has for their lives. We care for one another and we’re keen to get stuck into caring for the rest of the world too.

Since HCC began 37 years ago, a focus on children and young people has always lay at the very heart of our ministry and calling. We are absolutely committed to be a church for all ages, and yet we have always had a particular emphasis – or perhaps you’d call it a ‘leaning’ - towards outreach and disciple-making with the under 30s. This new role furthers our commitment to this vital mission field.

I personally began my journey into youth ministry 30 years ago when, as a 17 year-old, I was invited to join the team for a new outreach we were launching for non-churched young people. Very quickly the Lord broke my heart for children and young people and it’s a privilege to still be serving as a volunteer in the youth ministry of our church – as well as being part of the national Youth and Children’s missionary movement, Urban Saints (urbansaints.org), for the past 17 years.

I’m hugely looking forward to seeing someone come and further grow the impact and influence of our youth and young adults work, whilst having the opportunity to learn from and contribute to the wider ministry of Urban Saints from time to time.

So, what are we looking for? Someone who is passionate about the rising generation of children, young people and young adults become disciple-makers for Jesus, and loves seeing them thrive in the local church and in life. Someone who is experienced at inspiring, building and continually growing effective volunteer teams. Someone who can think strategically, plan pragmatically, organise efficiently, and is committed to continuous evaluation and learning. There’s more we could say, but you get the picture!

If this whets your appetite, then read on!

Massive blessings,

Rev Matt Summerfield
Senior Pastor
ABOUT US

Hitchin Christian Centre began in the front room of Tony and Linda Summerfield’s home in 1981. Tony sensed the Lord was calling him to plant a church in his hometown, Hitchin, and so after prayerfully gathering some friends and partnering with the Church of God denomination, a new Pentecostal church was birthed.

The church steadily grew over the years that followed, outgrowing the family home and numerous hired halls over the years. In September 1998, the Hitchin Christian Centre was built as a Town Centre church and community facility.

Throughout nearly four decades, the church has steadily grown and has remained committed to Kingdom impact and influence in the community and this has taken many forms including:

- Ofsted approved Playgroup and Toddler Groups
- Mentoring programmes for students, teachers and local business leaders
- CAP Debt Centre and Job Club
- Hitchin Food Bank
- Youth clubs and children’s clubs
- Free community fun days
- Courses in Life Skills, Public Speaking, Relationships, Parenting, Wellbeing
- Alpha courses, disciple-making hubs and huddles
- Men, Women’s and Senior Citizens ministries

After leading the church for thirty-one years, Tony handed over the baton of leadership to his son Matt in April 2012 who now serves as Senior Pastor (1/3rd of his time, with 2/3rds he is President of the youth and children’s missionary movement, Urban Saints www.urbansaints.org).

Whilst the church building remains used throughout the week, in April 2016 we moved our Sunday morning service out of our building in to a local school with a real sense that God was planting us out in to the community again.

We are currently in the process of a significant strategic review which may result in changes to our vision, mission and DNA values. In the meantime, these are still summarised below so you catch the heart of what we’re about.

Our Vision is to see God’s Kingdom come. Right here! Right now! In our community. Where every part of life is transformed by the good news of Jesus. God’s shalom!

Our Mission is to...

“be help – be hope - be whole”

It was the Psalmist who wrote in Psalm 84:5...

“Blessed are those whose strength is in you, whose hearts are set on pilgrimage.”
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This reminds us that faith is a journey and at any point in time all people are either moving closer to God or moving away from God. All that we do must help people make steps towards God.

With this in mind, we’re committed to create a variety of journeys, which reflect the different stages of peoples’ journey. These journeys align to our mission statement and are therefore grouped in to three main strands.

1. **Be Help: Practical help to the local community**
   This is our commitment to demonstrate the love of God to people through unconditional, loving actions that meet genuine needs. Whilst there is no overt proclamation in our community activities, we hope that they will enable people to start to see that ‘God is good and Christians are ok’. Our loving actions provoke people to consider – is there more to life?

2. **Be Hope: Creative opportunities to explore faith**
   This is our commitment to create a variety of opportunities that will enable people to explore faith - to hear, understand and respond to the good news about Jesus.

3. **Be Whole: Learning to live for, and like, Jesus**
   This is our commitment to envision and equip people to be passionate followers of Jesus Christ, who live effective and impacting Christian lives, 24x7.

Our **DNA** explains the culture of Hitchin Christian Centre. It’s ‘how we do things around here’. We’re not perfect in these areas but this is what we aspire and commit to.

- **I’m in**
  We’re not spectators, we all have a part to play. We will own and carry the vision with positivity and passion, actively cheering each other on.

- **Radar**
  We will be alert to what God is up to and ready to join in. We recognise that every place is a mission field and every moment a possibility.

- **Big Hearted**
  We will be extravagantly generous, demonstrating love at every opportunity, always looking for ways to go the extra mile.

- **Wow**
  We will dream big dreams with God. We will embrace imagination, adventure and the miraculous, shaking expectations of what church can be like.
THE ROLE

KEY RESPONSIBILITIES

1. To carry a relentless vision and passion for raising up disciple-makers amongst teens and twenties in the local community, aligned to the wider vision and culture of HCC, and passionately engaged in God’s mission within and outside the local church.

2. To develop, implement, review and continually improve, a rolling teens and twenties ministry strategy to raise up disciple-makers and leaders for life (e.g. work, church, family etc). This being achieved in partnership with the Children and Families Pastor, and in consultation with the Leadership Team (and in particular with the Senior Pastor with his connections to Urban Saints).

3. To recruit, develop, appreciate and reproduce outstanding ministry teams who lead the various teens and twenties ministries in accordance with the vision and strategy.

4. To envision, equip and engage teens and twenties in positions of servant leadership and responsibility as soon as possible so that they "grow as they go" in the Kingdom of God – both within and outside the local church.

5. To establish regular contact with teens and twenties in their territory (e.g. school, college, work, leisure) in order to develop relationships and pioneer new ministry opportunities.

6. To create - and continually improve - experiences, resources and support to mark key rites of passage moments in the life of teens and twenties e.g.
   - Becoming a teenager
   - Choosing GCSEs
   - Choosing A levels and tonight to 6th Form or College
   - Going to University
   - First job - part-time and full-time
   - Relationships and marriage
   - Becoming a parent

7. To develop a range of approaches to engage with parents of teens, including organising support (e.g. Parenting teens training) and helping parents engage in their child's faith development (for Christian parents).

8. To demonstrate the application of continual learning in ministry, faith and leadership through continual engaging in training, reading and participation in external ministry opportunities for further stretch (e.g. with Urban Saints).

9. To set the annual budget and operating plan for the youth and young adults work, monitor performance and keep under continuous review, and regularly report progress recommending changes to the Leadership Team.

(The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and level of the post.)
THE PERSON

ABOUT YOU

As this is a critical role, we are looking for someone who is passionate and committed to see young people and young adults transformed by the good news of Jesus.

PERSONAL QUALITIES:
• A passionate and devoted Christian who has a personal relationship with Jesus Christ, which is able to be shared relevantly with young people and young adults.
• A passionate and compassionate heart for seeing youth and young adults come to know Jesus and then thrive and grow as disciple-makers.
• A person who loves the local church with all of its struggles and challenges, and is committed to see it united and thrive.
• A servant-hearted leader who is hard-working, enthusiastic, creative, adaptable, teachable with a good sense of humour.
• Able to agree and be committed to HCC’s vision, mission and values.

SKILLS, EXPERIENCE & QUALIFICATIONS:
• At least three years leading work with Young People and/or Young Adults including the ability to develop resources and training to engage both non-Christian and Christian young people.
• Ability to develop excellent relationships with all ages, in-and-outside the local church, demonstrating high levels of emotional intelligence and interpersonal skills.
• Strong communication skills both written and verbal.
• Effective leadership skills e.g. in motivating, developing, enabling, empowering and reproducing volunteer teams.
• Strong organisational skills, with ability to plan, prioritise and meet deadlines.
• Ability to perform well under pressure, to be self-motivated, and to motivate and encourage other team members.
• Able to use a wide range of Microsoft Office applications, including Word, Excel, Powerpoint and Outlook
• Strategic thinking, planning, budgeting and monitoring.
• Experience in various forms of Schoolswork is desirable (e.g. lessons, assemblies, mentoring, teaching)
• Formal training and qualification in youth work and/or young adults ministry is desirable but not essential.
• Knowledge and understanding of safeguarding procedures.
• Able to drive.

This post is subject to an Occupational Requirement that the post holder is a committed evangelical Christian under Part 1 of Schedule 9 to the Equality Act 2010.
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**BENEFITS**

- 25 days holiday plus 8 days bank holidays.
- Flexible works hours and time off in lieu.
- Pension scheme – we contribute to the HCC pension scheme.

The role will involve evening and weekend work but we’re committed to ensure that all of our team have a Sabbath rest, maintain good boundaries and healthy rhythms.

**TERMS AND CONDITIONS**

**Contract:** 30 hours per week (with a view to eventually becoming 37.5 hours per week after a year, funding permitting)

**Salary:** Starting salary during first 3 months probation period will be £17,600 per annum (This is pro-rated full-time salary of £22,000 i.e. 30 hours). After successful completion of the probation period salary will rise to £20,000 per annum (this is pro-rated full-time salary of £25,000 i.e. 30 hours)

**Location:** Hitchin

**Closing Date:** Friday 4 August 2017

**Interviews:** 1st interviews in August – informal
  2nd interviews in September – with skills assessments
APPLICATION PROCESS

To apply for this role, email a completed Recruitment Monitoring Form (available from jumoke.cox@hcc.org.uk), your CV and a covering letter, which includes answers to the following questions to: matt.summerfield@hcc.org.uk.

- Why does this role appeal to you?
- Your ability to build positive, high performing and empowered teams will be critical to this role. Please describe a time when you have done this effectively and outline the outcome.
- Explain how you would establish a new outreach ministry to young adults in the community.
- Tell us about your spiritual journey and how you understand God’s call on your life.
- What five words would your close friends use to describe you?

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Hitchin Christian Centre, Bedford Road, Hitchin, Herts, SG5 1HF
Charity Number 1164774.
THE ROLE

TEAM CONNECTIONS

There are three levels of leadership within the church.

1. *The Leadership Team (Elders)* – responsible for the spiritual oversight and direction of the church.
3. *The Leaders* – responsible for leading a specific ministry or function.

**The Leadership Team (Elders)**
The Leadership Team are responsible for the spiritual oversight of the church.
Discerning the leading of the Spirit and bringing God’s wisdom to bear in the ministry – particularly in three areas:
- To the church corporately – vision, strategy
- To the church individually – pastoral care and wisdom for individuals
- To the community externally – public face of the church

**Trustees**
The HCC Board of Trustees are held accountable by the Charities’ Commission to ensure that the Charity of “HCC”:
- Has robust financial control and management (approving the Budget)
- Is working within its charitable objects and for the public benefit
- Is operating within both legal and best practice processes
- Is governed well, managing risks and identifying opportunities

**The Leaders**
The HCC Leaders are responsible for leading a particularly ministry area and/or team in the life of the Church e.g. youth, children, men, women, senior citizens etc.

**Structure**
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- **Matt Summerfield - Senior Pastor** – responsible for overall vision, culture, strategy for the Church and coaching / supporting / developing the other roles in the Leadership Team.

- **Paul Rigby - Assistant Pastor** – responsible for Sunday mornings, worship, media, production, events and Men’s ministry.

- **Kate Middleton – Assistant Pastor** – responsible for pastoral care, hubs, huddles, courses, youth and children’s, women’s ministry and seniors.

- **David Gentille – Assistant Pastor** - responsible for prayer and intercessory ministry.

- **Phil Jackson - Community Life Pastor** - responsible for our community work.

- **Bekki Woods-Stark – Children and Families Pastor** – responsible for our work with children and families.

- **Jumoke Cox – Operations Director** – bringing leadership to the overall operation of the church including oversight of finance, facilities, legal, insurance and fundraising
CURRENT YOUTH & CHILDREN’S WORK

- **Playbox Pre-School and Toddler group** ([www.playboxhitchin.com](http://www.playboxhitchin.com))
  Playbox Preschool has been running since 1988 and is a member of the Pre-school Learning Alliance and is registered with Ofsted. Runs Monday to Friday.

- **Little Stars**
  Sunday Morning Group for 1-2s. Loads of super-fun activities, plus toys to play with, snack time, Bible story, and more. Starts off in the main service for around the first 30 minutes before going out. Little Stars finishes at the same time as the main service, around noon.

- **Amped Juniors**
  Sunday Morning Group for aged 3 to reception year. A fun-packed, high energy church experience, designed from the ground up for kids aged 3 to Reception Year. This runs during the whole of the morning service.

- **Amped**
  Sunday Morning Group for aged 5 to 11. A fun-packed, high energy church experience designed for 5s to 11s. This runs during the whole of the morning service.

- **Apprentice**
  Apprentice is a chilled and fun way to grow in faith and friendship for Year 7 to 10 (roughly!). Think awesome competitions, crazy games and a ton of fun! Starts off in the main service for around the first 30 minutes before going out. Apprentice finishes at the same time as the main service, around noon.

- **Urban Saints**
  Weekly mid-week youth programme for Secondary School age young people. A variety of different programme nights including memorable moment fun nights, theme evenings (e.g. pressures for young people), Hub nights (to focus more on drawing closer to God) PLUS a variety of special events, leadership opportunities and overseas mission trips.

- **16+ Hub**
  We run a fortnightly group for young people and young adults aged 16+.
MINISTRY PHILOSOPHY

The Funnel and The Framework

HCC has a philosophy around it’s children and youth ministry which is rooted in something called the Funnel and the Framework.

The Funnel

We recognize the importance of creating a journey of faith for children, youth and young adults. The diagram below represents the journey of faith, demonstrating that activities which have a lower faith content and challenge will inevitably attract more people, whereas activities that move towards disciple-making will attract less – this was Jesus’ own experience.

We are committed to help children, young people and young adults journey in faith and life from childhood to adulthood – a generational commitment – with a variety of opportunities to connect with on the journey.
• **By connecting with young people in schools** e.g. taking assemblies, lessons, lunch-clubs, walking around. The purpose of these assemblies is to get young people to think about faith and invite them to the next stage activities.

• **Special events** are on-off events that are very accessible to non-christian young people. As well as having a fantastic time they create opportunities for young people to discover that Christians are ok and faith might be worth exploring.

• **Holidays** are residential opportunities – ideally weekends away – where young people can build deeper relationships with each other, with the leaders and with God.

• **Community Projects** challenge young people to start to make a difference in their community and the wider world – becoming God’s agents of positive change in the world e.g. local litter collecting, housebuilding in Mexico or South Africa.

• **Training Programmes** are specific programmes to develop young people in to Leadership.

• **Leadership** is about giving young people opportunities to lead and serve in the life of the church and community.

The arrows on either side of the diagram represent the importance of the above being supported by:

• **Engagement with parents** – we must find ways of engaging with and supporting both Christian and non-Christian parents.

• **Weekly groups, small groups and livelife123** – we are committed to offer weekly groups which enable young people to have fun, explore and grow in faith, and pass it on to others.
The Framework
Our framework is rooted into the ‘formula’ – (5E)R. This breaks down as follows, describing some guiding principals behind our children, youth and young adults ministry.

- **Enjoyment** – Are we regularly creating opportunities for fun and memorable moments?
- **Education** – Are we regularly creating opportunities for learning and growing in wisdom about life and faith?
- **Experience** – Are we regularly creating opportunities for becoming aware that God is present, responding to Him and engaging with the power of the Spirit?
- **Empowerment** – Are we regularly creating opportunities to take responsibility, take risks and step up into leadership?
- **Example** – Are we regularly creating opportunities to witness a leader’s faith in action?
- **Relationship** – Are we regularly creating opportunities to build community, friendship, and accountability?