|  |
| --- |
| Anytown Methodist Church - Role Description |
| **Role**  | Junior Church/Creche Helper. | **Approved by………. Church Council****Date**:  |
| **Responsible to** | Junior Church Leader / Children’s worker and the Minister  |
| **DBS Check** | Enhanced DBS checkEnhanced DBS check with barring checks if carrying out regulated activity i.e. supervision, transporting children and young people.  |
| **Aims**  | To enable the children and young people to develop their faith, have a fun and meaningful experience through their participation in the life of the church and be valued members of the church community. |

|  |
| --- |
| **Role Description** **(***Whilst maintaining the overall principles set out below this section can be adapted to suit the requirements of the individual church)* |
| **1.** | Commit to being part of the team and contributing to the rota of helpers working on Sunday mornings, attending occasional evening meetings to review and plan activities and Sunday morning sessions, and spend some time in prayer and preparation during the week. |
| **2.** | Give notice of availability for preparation of the rota |
| **3.** | Attend preparation meetings to plan the future weeks and events as required by the Junior church leader  |
| **3.** | Prepare activities and organise materials and equipment as required to ensure appropriate teaching and activities for children on a Sunday morning. |
| **4.** | Set up activities and clear away as required on Sunday mornings.  |
| **5.** | Develop good working relationships with families, children and young people attending Junior Church. |
| **6.** | Lead or support activities encouraging participation by all, recognising children’s individual needs and promoting and respecting equality and diversity.  |
| **7.** | Nurture children’s faith  |
| **8.**  | Reflect on resources, sessions and the overall work of Junior Church and feedback to the team preparation meetings to enable future planning and development. |

|  |
| --- |
| **Other**  |
| Volunteers are required to attend the Creating Safer Space Foundation modules for safeguarding training and to update this training as required. Volunteers must be willing to participate in events that inform and equip their ministry with children and young people. Volunteers are required to undergo a criminal record check every five years, the cost of which will be met by the Church.All new volunteers will be recruited according to the Methodist Church Safer recruitment policy.The work of Junior church volunteers will be overseen and supported by ………………….…………………………………. |
| ***Safeguarding responsibilities*** (*This section should not be amended as failure to do so would be contrary to Methodist Safeguarding policy)*  |
| Junior Church volunteers are required tocomply with all safeguarding requirements including the completion of a DBS check, attendance at mandatory training i.e. the Creating Safer Space Foundation training, and the reporting and record keeping of concerns as set out in the Methodist Church Safeguarding Policy and Procedures.Junior Church volunteers must be aware of the good practice guidelines for activities with children and young people as set out in the Methodist Church Safeguarding policy and ensure that these are followed. The Minister, Junior Church Leader/ Children and Young people’s worker and the Church Safeguarding officer should: * make available adequate training and induction to ensure the safety and well-being of both the volunteer and the children and young people concerned;
* ensure that risk assessments are carried out where required;
* ensure safe working practices are in place and followed at all times;
* volunteers are aware of and observant for any signs of abuse, harm or neglect when visiting
* have in place a means for ensuring all safeguarding concerns, however minor, regarding the well-being of the individual (be it physical, sexual, emotional or spiritual) are shared with the Junior Church Leader, Minister and or Church Safeguarding officer to reduce the risk of harm.
 |