

**THE TONBRIDGE
CHILDREN'S
WORKSHOP**

Registered charity No: 1069911

High Hopes 

ROLE TITLE: **Seconded Schools Worker**

ACCOUNTABILITY: To the Team Leader, and ultimately to the Trustees.

PURPOSE OF THE JOB: Support the team in the creation and delivery of the services of The Tonbridge Children's Workshop.

MAIN DUTIES AND RESPONSIBILITIES

Delivery:

- Leading Acts of Worship
- Participating in lunch-time and after-school, clubs as appropriate
- Running educational activities
- Evangelism, conversation, encouragement – with the aim of sharing the Gospel and spiritual nurturing

Production:

- Planning and developing activities
- Faithfully and considerately representing the broad and global expressions of the Christian Faith

Operations:

- Engaging and growing volunteers in this ministry
- Publishing and interacting on Social Media platforms as appropriate

Management & Administration:

- Maintain adequate records and statistics
- Attend any staff days, meetings, and training as required
- Maintain confidentiality and compliance with relevant regulations eg: safeguarding
- Contribute towards the production of promotional material and prayer/newsletters.

Networking:

- Fostering fellowship with local children's and youth worker peers, and similar organisations
- Advocating children's mission to churches and members in events/local schools
- Praying for communities and individuals as appropriate

OTHER DUTIES

- Developing one's PPD, calling and role within the remit of TTCW
- To maintain the good name, reputation, and ethos of TTCW within your work.
- Subject to available funding and as mutually agreed between the post holder and Team Leader; to assist with the delivery of other relevant services as and when opportunities occur, and to comply with any other request that the Trustees or Team Leader may reasonably make of you in relation to the role, and the organisation as a whole.