

Job Title: Community Pioneer
Lay Employee in: Doncaster Methodist Circuit.
Employed by: Doncaster Methodist Circuit.
Location: Working in and around the Rossington community of Doncaster.

To fulfil the requirements of this role frequent travel across the local area will be necessary therefore it is anticipated the successful applicant will live within a commutable distance to Rossington.

Responsible to: The Community Pioneer will be responsible to the Doncaster Circuit Meeting through the appointment of a Line Manager, who in this instance will be the Superintendent Minister, or any other post holder that may be notified to them from time to time.

Key relationships: Superintendent Minister
Circuit Staff and Volunteer Team
Circuit Leadership Team
People of Rossington and surrounding areas

Occupational Requirement: In accordance with the Equality Act 2010 it is an occupational requirement that the successful applicant is a practising Christian.

Purpose of role: To assume responsibility for growing and developing various communities across the Rossington area of Doncaster, spreading the Gospel to new people who don't go to a traditional church.

The successful applicant will have the aspiration and desire for everyone to have access to live a fulfilling life in Christ.

Main Duties:

It is envisaged that the post will develop and evolve around the successful applicant, considering their individual skills and gifts, and in response to where they feel they are being called, whilst working closely with Ministers, staff, the wider leadership team, and people from the Rossington area.

Responsible for growing and developing various communities key project areas of focus will include:

New housing chaplaincy: To provide pastoral support to locals in the new houses through:

- Creating and hosting events that actively encourage and develop local community.
- Listening to the needs of the local community and responding appropriately.
- Establishing and developing a worshipping community.

Youth hub: To manage a youth hub on a regular and consistent basis with the purpose of:

- Developing engagement with local young people, offering them a safe space to gather.
- Listening to their needs and responding appropriately.
- Establishing and developing a worshipping community.

Christian mindfulness: To support with the creation, development, and ongoing support of a Christian-based mindfulness group. Through attending the group in a support capacity develop the necessary skills to be able to manage sessions in the absence of the project leader.

It will be important for the successful applicant to recognise the need to work with the Circuit Treasurer to ensure that community projects and events provide an income to support the continuation and development of the Community Pioneer role.

Other Duties:

- To support and build missional communities, to learn and pray together, to live faith in action.
- To build strong relationships with people and ensure that the seldom heard are provided with the right support to live fulfilling lives in Christ.
- To develop strong relationships and partnerships with other churches and community organisations in the local area.
- To develop pathways for people at all stages of their lives from the youngest to the oldest to grow as disciples of Christ.
- To develop and maintain relationships with ecumenical partners and organisations that improve community and church life.
- Any other duties and responsibilities that are identified by the Line Manager and that are within the capabilities and level of responsibility of the post holder, and that are in line with the existing and developing needs and mission of Doncaster Methodist Church.

Training Requirements:

- To fulfil the requirements and continue the development of the role there will be the need from time to time to undertake relevant mandatory training, as identified by the Line Manager.
- Any such training will be undertaken during contracted hours or, if this is not possible, recorded as time off in lieu (TOIL).

Terms and Conditions:

- This post is offered by way of a 3-year fixed term contract on a part-time basis.
- Working hours will be **18.5** per week to be worked flexibly and agreed in advance with the Line Manager. To fulfil the role, it is recognised that there will be the necessity for an irregular working pattern including evening and weekend working.
- The rate of pay for this post is **£15** per hour. (£14430 per annum actual salary)
- Annual leave entitlement for a full-time employee is 244.2 hours including public holidays. This is based on a full-time employee working 37-hours per week. Annual leave is calculated pro-rata for part-time employees. Based on an 18.5-hour flexibly worked week annual leave entitlement for this post is calculated to be **122.1** hours.
- There is a contributory pension scheme which eligible employees will be auto enrolled. Details of contribution rates will be provided on request. Lay Employees who do not meet auto-enrolment criteria are eligible to join the scheme subject to certain provisions.
- All reasonable and agreed expense will be reimbursed.
- Appointment will be conditional on and subject to:
 - o Receipt of satisfactory references.
 - o A satisfactory enhanced disclosure from the disclosure and barring service (DBS).
 - o Completion of a satisfactory probation period of 6-months.

Management:

The Lay Employee will be appointed a Line Manager whose responsibility it will be to:

- Become familiar with the work of the Lay Employee.
- Determine priorities for the work.
- Monitor and evaluate progress and any training and development needs with the Lay Employee, offering necessary encouragement and support.
- Ensure good and consistent communication lines between all involved stakeholders.
- Act as a "sounding board" to the lay employee.