

Children and Families Worker - Encounter Archdeaconry Team (Salford)

Employer:	Manchester Diocesan Board of Finance (MDBF)
Salary:	£33,436 per annum (Diocesan Pay-scale Band 3.3 – spot grade)
Hours of work:	Full time - 35 hours per week
Contract:	Fixed Term to 31/12/2029 with the possibility of extension to 31/12/2033 subject to funding from the Church Commissioners
Normal place of work:	Hybrid (with a designated base within the archdeaconry for the purposes of expenses)

Role Description

Purpose

The role of the Children & Family Worker within the Salford Archdeaconry Team is to develop, support and resource Children & Family Ministry. This is in line with diocesan strategy in doubling the number of young active disciples and ensuring there is a thriving CYP ministry within reach of every young person.

Accountability and Key Relationships

The post is line managed by Salford Encounter Archdeaconry Team Lead.

The post-holder will work closely with Encounter Archdeaconry Team Lead, Archdeaconry Team and Diocesan Children's Officer.

The post-holder will be a member of the DBE team, and the wider diocesan team.

The post-holder will work closely with clergy and youth and children's leaders across the diocese.

Key Responsibilities

- To help and influence existing church-based Children's Ministry through appropriate resource, guidance and information
- To advise and support parishes and mission communities to establish new distinctly Christian groups and ministry for children between 5 and 11 years old
- To resource and support the creation of fresh expressions of worship for 5-11s and their families, including Messy Church, Forest Church and other appropriate initiatives
- To support churches and mission communities to link with local primary school staff in delivering transition events for Year 6 pupils
- Maintain an understanding of best practice through continued professional development and current Children's Ministry research
- To support the development of outdoor worship for children

Person Specification

Requirements	
Qualifications	• Educated to A 'level or specialist Children's Ministry equivalent qualification (desirable)
Experience and Understanding	• Significant experience in delivering and developing Children's ministry • Experience in working or volunteering in and across church, school and family context • Experience of leading worship activities for children and their families • An understanding of the significant transition points for a child between 5-11 years
Knowledge	• Knowledge of Church of England structures • Knowledge of safeguarding best practice and an advocate for developing a strong and embedded culture of safeguarding
Skills and Competencies	• Able to foster good teamwork with colleagues, parishes, schools and chaplaincies • Good communication and networking skills with a wide range of partner including clergy and children's leaders • Ability to effectively lead worship with 5-11s and their families • Able to manage own workload for a positive work life balance • Competent IT skills
Personal Attributes	• A practising Christian • Commitment to the diocese's vision and strategy • An appreciation of the diverse communities in Manchester Diocese • Able to engage positively with the breadth of traditions in the Church of England • Committed to diversity, inclusion and racial justice

	Fully committed to the development and training of self and others
Work-related circumstances	- Flexibility to attend evening and weekend meetings - Willing to travel across the diocese and beyond

There is an Occupational Requirement for the post-holder to be a practising Christian, in accordance with Schedule 9 of the Equality Act 2010

Additional Information

Summary of Terms and Conditions of Employment

Employer	Manchester Diocesan Board of Finance
Line Manager	Encounter Archdeaconry Lead Salford
Probation	Appointments subject to a 6-month probationary period
Normal place of work	Hybrid (with a designated base within the archdeaconry for the purposes of expenses)
Hours	Full time - 35 hours per week
Salary	£33,436 per annum (Diocesan Pay-scale Band 3.3 – spot grade)
Contract	Fixed term to 31/12/2029 with the possibility of extension to 31/12/2033 subject to additional funding from the Church Commissioners
Pension	Auto-enrolment into the Church Workers Pension Fund – Pension Builder Classic Product
Annual Leave	22 days annual leave per year, rising to 25 days after 12 months' service, in addition to Bank Holidays and three church days

Application timetable

The closing date for applications is **Wednesday, 7 October 2026 at 5:00pm.**

Shortlisted candidates will be informed by **Thursday, 8 October 2026.**

The interviews are scheduled for **Thursday, 15 October 2026** at St John's House, 155-163 The Rock, Bury BL9 0ND. Further details will be provided to shortlisted candidates.

Queries can be directed to jobs@manchester.anglican.org

Eligibility and pre-employment enquiries

There is an Occupational Requirement for the post holder to be a practising Christian in accordance with Schedule 9 to the Equality Act 2010

The post will be offered to the successful candidate subject to satisfactory references and proof of eligibility to work in the UK.

The post is subject to an enhanced Disclosure and Barring Service check.