

All Saints' Lightwater

Information Pack for the Children & Families Community Worker Role

All Saints' Lightwater is the sole church in a thriving large village in Surrey Heath, close to the town of Camberley. The church is a lively, active and diverse Christian community and seeks to be the Light of Christ in Lightwater.



A key element of All Saints' current vision is to develop further our engagement with children and families in the community, building connections and developing relationships with children and parents, as a means both to encourage faith and to connect with church.

The church has good on-going relationships with the local schools and uniformed organisations, and there is new opportunity in the village with the recent establishment of two sizeable Nursery schools. There are opportunities for initiatives to be located both in the community and on our church premises.

Lightwater is a village of about 6,500 people in north-west Surrey, with many professionals, generally good self-reported health and wellbeing, and a population slightly older than the national average. Around 400 children aged 5-11 attend the two local schools - Lightwater Village School and Hammond Junior School - while older pupils usually go to secondary schools in Camberley such as Collingwood College and Tomlinscote School, and some to Gordon's School in West End.

We are excited to offer this as a part-time salaried role, averaging 2 days per week with a weighting towards term time, to help us develop our vision and grow new initiatives.

A warm welcome awaits you at All Saints' in our friendly Surrey Heath village community. To make enquiries about this role, and to obtain an application form, please contact Revd David Sigsworth on: david.sigsworth@allsaintslightwater.org.uk or call on 01276 471016.

Deadline for applications 5th September 2025.

Role Description

This role has a Genuine Occupational Requirement to be a practising Christian. Applicants will be required to complete a confidential declaration form and a DBS check at enhanced level with barring for this role.

Role Title: Children and Families Community Worker

Role Purpose: To provide leadership for community focussed children's, families and schools work in the Parish of Lightwater. To develop a ministry which helps children encounter God's love through Jesus, and encourages families to explore, nurture and grow in faith.

Reports to: The Incumbent or a person designated by them.

Responsible for: Volunteers who help or support the activities developed through this role.

Place of Work: All Saints' Church Lightwater, with option of home-working, and use of the Parish Office by arrangement.

Contract and hours: Fixed term contract for 2 years with potential to extend in agreement with the PCC (subject to finances), with a three-month initial trial period; and includes a contributory NEST pension scheme.

A part time salaried role for an average of 15 hours per week across the year weighted towards term time. Holiday allocation of six weeks. The role requires flexible working hours according to the needs of community and termly activity, with occasional seasonal peaks.

Note: In this job description the age bracket of 'children' referred to is 0-11.

Starting salary: £12,000-£13,600 (£30-34k FTE) depending on qualifications and experience plus pension scheme.



Overall Vision & Aims

Our vision at All Saints' Church is to be 'The Light of Christ in Lightwater', and we expect that any candidate subscribes wholeheartedly to this vision, and sees themselves as working for the church in the community.

Vision specific to Children and Families Community Worker: The key priority is to create new and developing relationships with children and parents in the community, as a means to encouraging faith and their potential engagement with church.

Specific aims of Children and Families Community Worker: To develop and maintain initiatives and relationships in the church's outreach, according to the role vision, by:

- expanding the range of activities taking place under the All Saints' umbrella, whether at community locations or on All Saints' premises, which reach out to new families where current gaps in provision exist
- developing relationships with the wide range of groups and individuals in Lightwater who work with children and families, including primary schools, pre-school / nursery centres, those providing childcare, and uniformed groups
- strengthening the pathway into Church activities for families who wish to engage with us
- engaging with members of All Saints' congregation to support and enable any new initiatives
- ensuring all involved in supporting this ministry have appropriate role descriptions, risk assessments, safeguarding training and practice guidance

Duties and Responsibilities of the Role

- To work in alignment with existing children's provision at All Saints', especially Fun at 4 and the first Sunday 'Worship for Everyone' all age service
- Develop relationships with community groups who work with children – toddler groups, preschools/nurseries, schools, uniformed groups
- Develop relationships with parents/ carers who are open to connection with church
- Endeavour to provide faith-based activities with the above groups in mind, for children and/or families
- Lead special events for families – seasonal events, social events
- Encourage visits to church premises, and services at any location
- Promote the wider work of All Saints' Church in the community
- Prepare well

- Be a member of the All Saints' ministry team and develop effective working relationships with other key personnel, e.g. volunteer children's leaders and helpers, youth team, Parish Administrator, Parish Safeguarding Officer, and Diocesan resources e.g. Children's Adviser
- Meet with and report to the Incumbent on a regularly agreed basis
- Be a familiar face, associated with the church and wider community

Safeguarding

- The Church of England is committed to promoting a safe environment and culture for children, young people and vulnerable adults. The individual appointed to this role will be expected to
 - work within the relevant safeguarding policies and procedures and attend all required safeguarding training
 - And to promote safeguarding training, awareness and compliance for all involved in running or assisting in these activities
- This includes training in Church of England modules Basic, Foundation, Leadership, Safer Recruitment & People Management, Raising Awareness of Domestic Abuse

Church Leadership

- Attend relevant ministry team meetings and prayer meetings as appropriate
- Report to the PCC via the Children and Families representative on the PCC

Administration

- Ensure information regarding children's ministry on any media platform is accurate
- Utilise social media, email and Church communication links to keep families informed of upcoming events and to develop links with schools and families
- Keep accurate registers of every group and ensure records for each child are up to date and stored in compliance with GDPR guidelines
- Ensure risk assessments are in place for activities, in compliance with PCC policy; are reviewed regularly and shared with those involved in running or assisting in these activities
- Liaise with the treasurer regarding budget for children's ministry, and the Parish Administrator as appropriate

Support That Will Be Given

- We offer a supportive church leadership
- A church community deeply committed to children's and families ministry
- A supportive children's and families team to help explore ideas and define initiatives
- Opportunity for flexible working
- Office and IT space where necessary

Person Specification

In support of our church vision we are looking for someone with the following qualities:

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • GCSE Maths and English at grade C or above 	<ul style="list-style-type: none"> • Qualifications in children's or schools work
Experience	<ul style="list-style-type: none"> • First-hand experience of leading and coordinating children or families work (could be in a voluntary capacity) 	<ul style="list-style-type: none"> • Demonstrating development of children's/families ministry in a particular context • Demonstrating successful team building with volunteers • Work experience in schools • Leading intergenerational worship
Knowledge	<ul style="list-style-type: none"> • Understanding of safeguarding policy and principles, especially relating to children's work • Biblical knowledge and the ability to contextualise this for young people/children/families 	<ul style="list-style-type: none"> • A good knowledge of the Bible, with the ability to communicate nuanced ideas • Knowledge of issues of particular concern to families today
Skills	<ul style="list-style-type: none"> • IT user skills, proficiency in MS Office • Social media awareness and ability to use in ministry • Ability to communicate to a variety of audience types in a variety of contexts 	<ul style="list-style-type: none"> • First Aid and food hygiene qualifications • Regular participator in social media communication and seeing its potential
Behaviours	<ul style="list-style-type: none"> • A self-motivated team player, able to inspire others • Innovative in developing ideas • Ability to work independently, managing time effectively • Ability to listen well to others and take on board other people's ideas 	<ul style="list-style-type: none"> • Reflective and self-aware • Encourages and supports others to develop their own learning and personal growth

	<ul style="list-style-type: none"> • Regular in practice of prayer, Bible reading and reflection • Committed to the protection and safeguarding of children 	
Personal	We also expect the candidate to be: <ul style="list-style-type: none"> • a baptized Christian comfortable working in a church environment 	A confirmed member of the Anglican Church.

About All Saints'

All Saints' Lightwater is the sole church in a large village in Surrey Heath, close to the town of Camberley and is a lively, active and diverse Christian community which seeks to be the Light of Christ in Lightwater.

Our ministry is characterised by Bible-based teaching and caters for a wide range of people, prayer and outreach. We have a heart for community engagement and enjoy good and developing relations with the village.

We have two Sunday congregations, the first at 9.30am which follows traditional worship, and the second at 11am which follows a contemporary informal style of worship. During the contemporary service there are groups for children and young people, aged 0 to 18 years, and on the first Sunday of each month this congregation remains together for All Age worship, which we call 'Worship For Everyone'. Once a month our fresh expression 'Fun at 4' offers a Sunday afternoon service that is fun and interactive worship for children and families.

All Saints' has good and on-going relationships with Hammond Junior and Lightwater Village community schools, including assemblies during term time. We have occasional joint initiatives organised by All Saints', such as a harvest collection and a Christmas campaign to fill shoeboxes with gifts for children overseas. The Church hosts carol services for Hammond school.

All Saints' also has good relationships with local uniformed organisations. The Scouts for instance enjoy a carol service at the church and the Brownies look after growing herbs in our Community Herb Garden. Children, youth and parents of our uniformed organisations fill out the hall at our Remembrance Day service.

A new opportunity has arisen in the village with the recent establishment of two sizeable Nursery schools, one independent and one at Lightwater Village school. We are currently considering ways to engage with these nurseries, and the new Children and Families Community Worker role will most likely be an important link for this.

For families unfamiliar with church, we see our 'Worship For Everyone' and our 'Fun at 4' services as pathways into All Saints'.

The church currently has an electoral roll of 123. The building is just over 100 years old and has seating for around 80-100 people (and the ability to fit in up to 150 at our busiest times). It has an up to date audio-visual system which was upgraded to digital audio in 2017, giving flexibility in our ability to handle different types of live and recorded music and visual content including video, song words and liturgy.

Our Church Hall is adjacent to the church and has recently been refurbished to a high standard. There is a large central hall with a stage, a large kitchen, the Parish office, a vacant office called 'the hub', and a meeting room. Audio visual facilities, including cinema are available.

We believe All Saints' provides good facilities, a welcoming congregation and a strong children's volunteer base upon which we can build new and exciting opportunities, both within our Church and our local community.

Further information about All Saints' can be found on our website

www.allsaintslightwater.org.uk.