Children and Young People's Lay Employee
Person Specification

CHRISTCHURCH

Key: AF = Application Form   Q = Qualifications   I/V = Interview   Ref = References

ATTRIBUTE	ESSENTIAL	EVIDENCE	DESIRABLE	EVIDENCE
RELEVANT EXPERIENCE	• current participation in the life of a Christian Church or Community • some experience of evangelism or outreach • Bible knowledge	AF AF, I/V I/V	• experience of assisting in worship	AF, I/V
EDUCATIONAL QUALIFICATIONS	• educated to GCSE or equivalent	AF, Q	• qualifications beyond GCSE • a recognised practical mission or biblical/theological qualification	AF, Q AF, Q
SPECIAL QUALITIES and SKILLS	• able to present a faithful Christian example to others • able to encourage others to grow in their faith	I/V, Ref AF, I/V	• creative skills, such as musical, dramatic, artistic	AF, I/V
WORKING with CHILDREN and YOUNG PEOPLE	• ability to relate to children, young people, and their families	AF, Ref	• experience of working with children or young people in either a Church or secular setting	AF, Ref, I/V
ORGANISATION & PLANNING	• competent to work without direct supervision where appropriate • ability to organise and prioritise work i.e. effective time management • willingness to engage with the wider local community including ecumenical links	I/V, Ref, A/F AF, I/V AF, I/V	• ability to join in reflection theologically and relate the work undertaken to contemporary Christian insights	AF, I/V
I.T. SKILLS	• computer skills; word processing, internet use, email handling • the ability to use technology to engage with young people	AF AF, I/V	• familiarity with presentation software	AF, I/V

ATTRIBUTE	ESSENTIAL	EVIDENCE	DESIRABLE	EVIDENCE
Working Relationships	• display honesty and integrity • be aware of confidentiality issues • encourage, enthuse and motivate others • show ability to work in a team with sensitivity to others in voluntary roles	I/V, Ref/ AF	• inspire others to volunteer and support them in their roles	AF, I/V, Ref
Language and inter-personal skills	• ability to communicate with clarity and intelligibility in written and spoken English • ability to build rapport with all ages, listen, persuade, negotiate • show empathy • be of an open and confident disposition • have a sense of humour and a warm and outgoing personality • use a non-judgmental approach to people regardless of their status and background	AF, I/V, Ref	• Public speaking, communication and presentation skills	AF, I/V
Flexibility and Resilience	• able to change, adapt and learn • able to operate under pressure • able to cope with setbacks • able to accept advice and guidance	I/V, Ref		
Initiative/ Drive/ Enthusiasm	• self-starter – show initiative • motivated – show self-discipline and commitment	AF, I/V, Ref		