

TRAINEE PAID PASTOR JOB DESCRIPTION

- 1. Job summary:** Trainee Paid Pastor for Christ Church, Haywards Heath – with responsibility for youth and children’s work.
- 2. Reporting to:** The Elders of Christ Church Haywards Heath with Mark Ventham providing primary oversight.
- 3. Accountable to:** The elders and members of Christ Church Haywards Heath.
- 4. Period of service:** 4 years from 1st September 2025, ending on 31 August 2029
- 5. Role:**
 - To assist and gain experience in the wide range of activities that are consistent with being the Paid Pastor/Elder of a church, but with particular day to day focus and responsibility to oversee the church’s outreach and discipleship with youth children and their families include teaching Christian doctrine and providing pastoral care.
 - Working towards managing the Children’s and Families worker who oversees year groups up to school year Year 5
 - Leading and participating in the Youth ministry, particularly the two midweek groups Fx (Yr 6-8) and Rooted (Yr 9-13).
 - Theological study and ministerial training suitable for working towards being a full-time pastoral worker the whole church or youth ministry

6. Duties will include:

Personal Formation

- To develop a regular pattern of personal prayer and bible study.
- To seek to take at least three consecutive days away once a year for training or spiritual development
- To meet with your mentor (Graham Nicholls) at least once a week to discuss what has been studied, feedback, pray and gain ongoing training.
- To attend regular meetings with your line manager (Mark Ventham) as needed.
- To attend Elders meeting and weekly staff meetings

Ministry to youth and children and their families

- Oversight: To oversee and help formulate strategy in conjunction with the Eldership for the youth, children and family ministries of the church. Including managing the Children’s and Families worker (after a transition period)
- To attend and provide overall leadership of both Rooted and FX youth group, overseeing, liaising with, and arranging training for its leaders, and coordinating its teaching program and yearly weekend away.
- To teach and oversee Sunday ministry to FXtra (Yr6-8).
- Discipleship: To disciple boys one to one or in small group setting and facilitate the discipleship of both girls and boys with able leaders.

- Evangelism: To develop means of reaching out to the non-Christian friends of Rooted/ FX members as well as seeking to reach local youth seeking to win them for Christ.
- To identify, train and equip leaders for youth and children's ministry in liaison with the Children's and Families worker and the Eldership.
- Schools work: Where possible, create opportunities to speak at and support Christian Unions and assemblies of schools Christ Church children and young people attend, working with other local churches as well as being available for occasional ministry amongst students if the opportunity arises.
- Camps: To recruit children, young people and leaders for the EXPLORE camp in the May half term, and the SPARKFORD summer camp, and where possible, serve at these camps too.
- Students: To help the church's young people continue their Christian involvement when moving to other areas or university, developing a program of support for students when at Uni and at home.
- Assimilation: In consultation with the Elders, to seek to identify the needs of youth the church might address and encourage and assist their involvement in our regular church and prayer meetings.
- To carry out these duties with care for the safety, wellbeing and inclusion of all the children and young people in accordance with our safeguarding policies

Wider Church ministry

- Sundays: To lead and preach at our regular Sunday services approx twice per school term and increasing over the period of the training.
- Community Groups: To attend and share in the teaching of an evening community group, offering leadership where it may be necessary.
- To disciple men where time allows and as agreed with the Elders.
- Care: Assisting the Elders in the general visiting and care of the congregation, and especially any needs that arise amongst the volunteers, children or youth you are involved with, informing the elders of any deeper needs that may require their attention.
- Training: Assisting the Elders in the recruitment and training of volunteers for the various ministries of the church, and especially those involving children and youth work.
- Evangelism: To advise on and help in the coordination of the church's outreach, sharing in door-to-door visiting, attending an evangelistic course with an Elder, and being ready to lead one as time allows.
- Attendance: In addition to normal activities, on occasion attend/participate at Church events on your day off, taking the day in lieu at another time.

Training

- To undertake appropriate external theological training – (e.g. Crosslands, Grimké but decided upon in discussion with the Elders)
- To abide by Christ Church's Safeguarding policy and attend appropriate training in child protection.
- To be a role model who is teaching the Bible to and having pastoral responsibility for children, youth and adults, with a life that in its direction and priorities affirms what is taught.

7. Person Specification

We expect certain qualities from all staff members:

- A Christian who is in good standing with their local church
- A commitment to the authority and teachings of the Christian Bible
- A determination to live consistently as a Christian disciple, including honesty, integrity and general godliness
- Who loves the Lord and loves people
- Who is seeking to live wholeheartedly for the Lord and growing in godliness
- A commitment to the beliefs and vision of the church (in particular complete agreement with the Statement of Faith and comply fully with the 'code of practice for Trustees and Employees' and align themselves with our distinctives and handbook/practice as a church)
- An ability to understand and encourage others, work as a team and communicate well
- As a condition of employment, all staff are expected to operate as active members of this church, modelling discipleship and contributing to the life and witness of the church

In addition, for this particular role, we are looking for someone who

- Is a **man**, as the role is heading towards full time Church leadership
- Has a heart to learn and be trained as a gospel minister
- Who is showing some 'gifting' in able to teach the bible
- Who is passionate and eager to youth and children's work as their main focus for at least this period of training
- Who is showing some gifting in being able to lead
- Who is has heart to serve the local church

Occupational requirement : The Job holder must be a Christian man in full agreement with our basis of faith and distinctives, and undertake an Enhanced DBS and agree with the church doctrinal statement, and Code of practice.

8. Working Conditions

- Hours: minimum of 37 hours per week, including some evenings
- Salary: £32,000-40,000 depending on skills and experience
- Place of work: Home or at the church offices in Haywards Heath
- Holidays: 5 weeks as mutually agreed to fit around the work schedule
- Further info: This post is subject to satisfactory references

9. Application process

- Closing Date for applications is 16 June 2025
- Shortlisting will begin and successful applicants will receive an invitation to interview within two weeks of the closing date. Interviews will then follow shortly after.
- Start date will 1 September 2025 or as mutually agreed.

We encourage applicants unfamiliar with Christ Church Haywards Heath to visit the church on a Sunday before application where feasible.



Christ Church Haywards Heath

Code of Practice for Trustees and Employees

As a Christian organisation committed to working with people in positions of trust it is expected that all paid staff and Trustees conduct themselves in a manner which will give proper expression to faith in Jesus Christ as Lord. Therefore there is an expectation on all staff to adhere to the following standards as the general pattern of their lives. Some typical bible references are provided, but this is not an exhaustive list

1. Maintain a personal devotional life through regular times of prayer and Bible reading (Psalm 119; Col 4:2)
2. Attend regularly a local church and to be in good standing with that church (Heb 10:25; 1 Tim 4:13-14)
3. Be involved in service and proclaim the gospel word and deed (Col 1:23)
4. Live a life of repentance (Luke 24:47)
5. Abstain from involvement in the occult, astrology and witchcraft (Deut 18:10-12; Acts 19:19; Galatians 5:19-20)
6. Seek to be Christ-like in attitude and action towards all persons regardless of race, social class, religious beliefs or position of influence within the community (Lev 19:18; Matt 22:39)
7. Be honest in all areas of handling money and finance and abstain from gambling (Ex. 20: 15; Luke 16:13-15; Col 3:5)
8. Be honest in speech and avoid all speech which would be regarded as blasphemous and profane (Col 4:6; Eph 5:4)
9. Maintain a working environment free from harassment, bullying and victimisation by anyone (1 John 4:7)
10. Totally abstain from the use of illegal drugs and abstain from drunkenness or excessive compulsive drinking habits (1 Cor 6:10; Eph 5:18)
11. Have a lifestyle that recognises that God's gift of sexual intercourse is to be enjoyed exclusively within Christian marriage; abstaining from all sexual sins including immodesty, the persistent viewing of pornography; fornication, adultery, cohabitation, homosexual behaviour and wilful violation of your birth sex (Gen 3:7,21; 1 Cor.12:23; 1 Cor. 6:12-20; Eph. 4: 17-24; 1 Thess 4:1-8; Romans 1:26-27; 1 Tim 1:9-10; Genesis 1:27; Deuteronomy 22:5)
12. Ensure that your clothes and appearance are appropriate to your workplace

The Trustees will endeavour to balance their responsibility of care for all staff with the need to maintain a consistent Christian witness. A breach of any part of this code will result in disciplinary procedures and/or dismissal. If you are unsure about any behaviour and its impact upon your position, you must seek guidance from one of the Trustees

AGREEMENT

As long as I am working with Christ Church Haywards Heath as an employee or Trustee I agree to maintain the Christian ethos of the trust by accepting the above code of practice

Doctrinal basis and Key distinctions

We believe the following truths of historic, biblical Christianity:

1 God

There is one God, who exists eternally in three distinct but equal persons: the Father, the Son and the Holy Spirit. God is unchangeable in his holiness, justice, wisdom and love. He is the almighty Creator, Saviour and Judge, who sustains and governs all things according to his sovereign will for his own glory.

2 The Bible

God has revealed himself in the Bible, which consists of the Old and New Testaments alone. Every word was inspired by God through human authors, so that the Bible as originally given is in its entirety the Word of God, without error and fully reliable in fact and doctrine. The Bible alone is the complete, final, sufficient and authoritative revelation of God's will for mankind and for the belief and conduct of the Church and of the individual believer.

3 The Human Race

All men and women, being created in the image of God, have inherent and equal dignity and worth. Their greatest purpose is to obey, worship and love God. As a result of the fall of our first parents, every aspect of human nature has been corrupted and all men and women are without spiritual life, guilty sinners and hostile to God.

Every person is therefore under the just condemnation of God and needs to be born again, forgiven and reconciled to God in order to know and please him.

4 The Lord Jesus Christ

The Lord Jesus Christ is fully God and fully man. He was conceived by the Holy Spirit, born of a virgin, and lived a sinless life in obedience to the Father. He taught with authority and all his words are trustworthy. On the cross he died in the place of sinners, bearing God's punishment for their sin, redeeming them by his blood. He rose from the dead and in his resurrection body ascended into heaven, where he is exalted as Lord of all. He intercedes for his people in the presence of the Father.

5 Salvation

Salvation is entirely a work of God's grace and cannot be earned or deserved. God in love chose his people before the world began so that they might be conformed to the image of his Son and receive all the blessings of eternal life. Salvation has been accomplished by the Lord Jesus Christ and is offered to all in the gospel. Those whom the Father chose are given new life through the Spirit, who convicts them of their sin and grants repentance and faith. All who repent of their sins and who believe in Christ are forgiven, justified by faith alone, adopted into the family of God, sanctified, and finally glorified in heaven.

6 The Holy Spirit

The Holy Spirit has been sent from heaven to glorify the Lord Jesus Christ. He applies Christ's work of salvation to sinners as he imparts spiritual life and gives a true understanding of the Scriptures. He lives in all believers, bringing assurance of salvation and producing increasing likeness to Christ. It is by his Spirit that Christ builds and sanctifies his Church, equipping and empowering its members to serve him.

7 The Church

The universal Church is the body of which Christ is the head and to which all who are saved belong. It is made visible in local churches, which are congregations of believers who are committed to each other for the teaching of the Word, for fellowship, for the Lord's Supper and for prayer. To local churches is committed the defence and proclamation of the gospel, the recognition and use of Christ's gifts, and the care and discipline of the people of God. The unity of the body of Christ is expressed within and between local churches by mutual love, respect, care and encouragement.

8 Baptism and the Lord's Supper

Baptism and the Lord's Supper have been given by Christ as visible signs of the gospel. Baptism is a sign of union with Christ and of entry into his Church. It does not impart spiritual life or wash away sin, but symbolises the cleansing that is received by faith alone. The Lord's Supper is a commemoration of Christ's sacrifice offered once for all and a sign of continued union with him and with his Church. Its benefits are received by faith.

9 The Future

The Lord Jesus Christ will return in glory. He will raise the dead and judge the world in righteousness. The wicked will be sent to eternal punishment and the righteous will be welcomed into a life of eternal joy in fellowship with God. God will make all things new and will be glorified forever.

10 Sexuality

We affirm that we uphold the traditional biblical view that 1. sexual intimacy and intercourse is a gift to be enjoyed only within heterosexual marriage and that, outside of this setting, it is sinful; 2. marriage involves one man and one woman, who are not closely related members of the same family, bound together in a publically witnessed and lifelong covenant relationship thus excluding casual, homosexual, polygamous and incestuous relationships. 3. the casual or habitual practice of sexual intimacy outside of marriage, the viewing of pornography, adultery, homosexual sex, transvestitism, transsexualism, paedophilia and abusive conduct all are contrary to God's will for human beings.

At the same time, we will always seek to make clear and to reflect in practice the forgiveness and grace that Christ extends in the gospel to all repentant sinners - including those for whom sexual sin has formed a major part of their backgrounds. Recognising that many Christians struggle with sexual temptation (whether of a same-sex or heterosexual nature), we will prayerfully seek to provide gracious support of one another in such struggles.

11 The role of women

We understand that Christ has given gifts to the church through the Holy Spirit. These gifts include men and women equipped and empowered for specific service, who are to be formally recognised by the church. We understand that there are two groups of such recognised servants in the local church, the elders and the deacons.

Deacons are those who are recognised by the church as leaders in specific ministries and can be men or women. Elders are called to care for and supervise all aspects of the church. We understand that because elders lead and teach both men and women, only scripturally qualified men may be recognised for eldership.