

POSITION DESCRIPTION

Youth Worker

Objective: To plan social events for the young people attending the social programme 'Whateva!' as placement for the Praxis Certificate in Youth Work

Reports To: The Presbyter

Works With: The Presbyter
Ministry Assistant
Planning Team of Wesley adults and older youth

Key Customers: 'Whateva!' group
Wesley Young People of Intermediate and College age

Key Result Areas:

Planning Whateva! Social Events every 2 to 4 weeks during term time

Outcome	Performance Indicators	Measure
<ul style="list-style-type: none"> Work with planning team 	<ul style="list-style-type: none"> Involvement of older youth and adults in regular planning meetings 	<ul style="list-style-type: none"> Feedback from older youth and adults in planning team
<ul style="list-style-type: none"> Data base kept up to date 	<ul style="list-style-type: none"> Data base updated after each event and checked annually 	<ul style="list-style-type: none"> Contact details always at hand. Database is updated within 5 working days after each event
<ul style="list-style-type: none"> Events advertised 	<ul style="list-style-type: none"> Families are aware of Whateva! events through a term by term programme. The community is kept informed of events through mail outs, email, phone calls, text messages, buddy system, notices on boards, and in bulletin, free community newspapers and local websites 	<ul style="list-style-type: none"> Families and the community aware of programme through attendance at events, apologies, enquiries
<ul style="list-style-type: none"> Regular 'Whateva!' events take place. 	<ul style="list-style-type: none"> Events well attended Attendance records are kept for each event by use of a "sign in/sign out sheet". 	<ul style="list-style-type: none"> Events are arranged every 2 to 4 weeks during term time with attendance maintained or increasing

<ul style="list-style-type: none"> Newcomers welcomed and contact maintained 	<ul style="list-style-type: none"> Newcomers are given warm and inviting hospitality using a “buddy” system. Youth Worker finds out newcomers’ contact details. 	<ul style="list-style-type: none"> Contact made with their families before next event, and details added to data base. Newcomers return for subsequent event
<ul style="list-style-type: none"> A safe environment for young people and adults attending events 	<ul style="list-style-type: none"> Implementation of MCNZ safety guidelines and Wesley Code of Conduct. Formal complaints system introduced and made known to users. 	<ul style="list-style-type: none"> Acceptable behaviour occurs. Attend Code of Conduct refresher course held every 2 years at Wesley Any complaints addressed through Presbyter, or Leaders’ Meeting
<ul style="list-style-type: none"> Wesley Leaders informed of programme 	<ul style="list-style-type: none"> Written reports to Leaders’ Meeting with programme details, numbers attending, and future events 	<ul style="list-style-type: none"> Reports received bi-monthly, review conducted annually.
<ul style="list-style-type: none"> Maintain self-care 	<ul style="list-style-type: none"> Attend professional supervision to enable objective reflection on ministry tasks; contract to include clause to allow supervisor to contact presbyter with any ‘at risk’ concerns; \$35 per month paid by Parish 	<ul style="list-style-type: none"> Meet regularly with qualified supervisor not less frequently than every 2 months.
<ul style="list-style-type: none"> User Surveys 	<ul style="list-style-type: none"> A survey of young people, parents and helpers is conducted every 12 months based on questions formulated by both the employee and employer 	<ul style="list-style-type: none"> User responses are used to change events that are appropriate and within the guidelines of the Church.

Skill and Attributes

The Youth Worker will:

- Be able to work and worship within the framework of the Methodist Church and have a calling to work with Youth.
- Have excellent communication skills and rapport with Youth.
- Have self-confidence in dealing with individuals and groups from varied backgrounds.
- Be interested in others' welfare.
- Good time management skills.
- Committed to being a positive role model for young people.
- Be experienced in leadership/organising roles.
- Be accepted for the Praxis course

The Youth Worker's values will match those of the Wesley congregation in the Tauranga Methodist Parish and The Methodist Church of New Zealand, Te Hāhi Weteriana O Aotearoa.

WESLEY MISSION STATEMENT

1. To be a loving, inclusive community where God is made real and relevant for people of all ages.
2. To be a caring community which reaches beyond itself.
3. To be a fellowship where people know they belong, are accepted and valued.

MISSION OBJECTIVES

1. To encourage the faith journeys of our youth through social interaction and Christian education.
2. To develop a relevant ministry in our rapidly growing community.
3. To strengthen the pastoral networks between the church and the youth group.

For The Methodist Church's Mission Statement

see: http://www.methodist.org.nz/index.cfm/About_Us