



CHRISTIAN YOUTH MINISTRIES

AFRICAN ADVENTURE SCHOOL LINK WORKER

Title:	African Adventure School Link Worker
Employed by:	Christian Youth Ministries (CYM)
Responsible to:	African Adventure Coordinator
Work base:	CYM Office Ipswich / Sizewell Hall (27 miles North East of Ipswich)
Hours:	Residential based work – 5 months per year – 3 to 5 day residential stays Office based (Ipswich) during the down season (approx. 7 months)
Salary:	£17,550.00 per annum, pro rata. Actual Salary £17,320.00 per annum
Contract:	Term-time only post – 45 weeks per year

Aims

CYM is committed to effectively and relevantly communicating the good news of Jesus to children and young people and to helping young Christians to share this good news with their peers. The post holder will undertake a range of duties associated with the aims and objectives of CYM and operate in close liaison with the team on a day to day basis. He/she will be delegated responsibility for specific aspects of the work within the areas defined below.

African Adventure is a residential project based in the forest at Sizewell Hall Conference Centre in Suffolk. We have a purpose built African Village and up to 20 different Primary Schools visit the residential project for 3 to 5 day stays each year. They are taken on an exciting journey and tasked to solve problems, work as a team and save the African Village!

MAIN DUTIES AND RESPONSIBILITIES:

- ✦ To support the delivery of the African Adventure project. A large proportion of the work will be undertaken at the African Adventure Site.
- ✦ During the down season, the role will focus on actively linking to local primary schools, offering faith-based work, follow up project work and supporting the Primary School chaplains, where appropriate.
- ✦ Supporting the 'Elevate' Christmas and Easter themed assemblies.
- ✦ Supporting the coordinator with advertising for the project.
- ✦ Ability to lead African Adventure weeks.

African Adventure Site

- ✦ Reporting to the coordinator, leading the planned maintenance of the African Adventure site, assessing risks on site and in the activities.
- ✦ Oversight of volunteer maintenance days.

Staff

- ✦ Maintaining a good working relationship with Sizewell Hall staff, school staff and pupils.
- ✦ Supporting the coordinator in the training of Gap Year Students & volunteers for African Adventure.
- ✦ Support, and recruitment, of volunteer staff, in liaison with the coordinator.

Administration

- ✦ Supporting the coordinator, where required, in the administration of school weeks, before and after their visits to the project, including an awareness of the school booking process.
- ✦ Involvement in digital and social media promotion of the project.

ASSOCIATED DUTIES:

- ✦ To attend team meetings with the other CYM staff and to contribute to prayer, discussion and planning concerning the work as a whole.
- ✦ To participate and assist with other aspects of CYM's work, as required from time to time by the director.
- ✦ To help communicate the vision of CYM by contributing to promotional events.

SUPERVISION AND SUPPORT

The following supervision and support will be provided:

1. The post-holder will be line managed and progress monitored on a regular basis (bi-monthly).
2. The post-holder will be supported by a mutually agreed mentor in line with CYM policy.
3. The post-holder will work in association with other staff in the development of strategy and training programmes.
4. Expenses to be available in accordance with the rates for staff workers.

DISCIPLINARY AND APPEAL PROCEDURE

You are, through the Director, accountable to the Trustees for the performance of your duties and compliance with the disciplinary procedures. For details of the disciplinary process, please refer to the CYM document 'Disciplinary and Appeal Policy and Procedure' which can be found in your induction folder.

EMPLOYMENT

This post is initially for one year, with the ability to extend the contract. The post is for 45 weeks per year – approximately 5 months per year will be spent at site with schools and the remainder of the year in the CYM office. The post holder will be entitled to all school holidays. The post is subject to a DBS check and suitable references.

The normal working week will average 37.5 hours. There will be a need for flexibility with regular weeks at African Adventure and other weekend commitments. The African Adventure residential season runs from March to October, during school term times. (A five day programme will be over 60 hours and time in lieu can be taken for over 37.5 hours.) The post-holder will be based at the CYM office / African Adventure site at Sizewell Hall. It would be highly advantageous for the post-holder to have a full clean UK driving licence and access to a car.

The successful applicant will be expected to be fully committed to CYM's Christian ethos and as the post is subject to a 'genuine occupational requirement' will need to personally demonstrate a commitment to the Christian faith.

Detailed 'Terms and Conditions of Employment' will be issued separately.