



# Candidate Information Pack Schools Worker

**Inspiring the next generation to explore Christianity.**

The Family Trust, 4 Buckland Road, Maidstone, ME16 0SL | 01622 577960 | [familytrust.org.uk](http://familytrust.org.uk)  
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# Welcome

Thank you for your interest in this position. If you are successful you will become part of an amazing charity, which began in the late 1980s. Over the years we have built an excellent reputation and we are working in over 100 primary schools across Maidstone, Medway and Swale and in seven secondary schools in Maidstone. In all our work we seek to maintain our values of being Christ-centred, pupil focussed, maintaining standards of integrity and excellence and being educational.

We count it a huge privilege to share our faith in Jesus, inspiring the next generation to explore Christianity through a variety of opportunities and demonstrating how its values and ethos are still relevant to their daily lives. At the same time, we are conscious that we are going into environments where there are children of all faiths and none. We also greatly value the opportunity to partner with local churches and we have many volunteers and helpers who support the work we do.

This is an exciting role and you will be part of a passionate team, presenting the Christian faith in ways which are relevant, fun and accessible.

Yours in His name.

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Jonathan Jankowski, Chief Executive

## Job Description

<b>Job Title:</b>	Schools Worker
<b>Location:</b>	Maidstone
<b>Salary:</b>	£20,600 pro rata
<b>Reports to:</b>	Operations Manager, The Family Trust
<b>Summary:</b>	To participate and deliver the work of The Family Trust.
<b>Hours of Work:</b>	Monday to Friday full-time (full-time is 40 hours per week) Position is term time only. Hours are flexible to suit the requirements of delivery to schools. Some weekend working may be required for which lieu time will be given.

# Responsibilities

## Carry out schools' work activities

- Responsible for partaking in the design & delivery of schools' work projects in both primary and secondary schools.
- Responsible for supervising project volunteers.
- Responsible for building constructive relationships with local schools.
- Responsible for the safety of pupils participating in activities.

## Share in the overall work of The Family Trust

- Contribute to the planning and delivery of residential work (Chequer Tree Camp).
- Support fundraising efforts where practical & appropriate.
- Any other tasks deemed reasonably appropriate and linked to the overall vision of The Family Trust

# Core Competencies

<b>Organisation:</b>	Good time management and task prioritisation. Self-motivated and able to complete tasks unsupervised.
<b>Inspiring Creativity:</b>	Creative and imaginative in planning and delivering collective worship, and other school activities. Able to think on their feet and adapt plans at short notice.
<b>Present Well:</b>	Comfortable and confident presenting to groups of pupils in a school context. Commitment to professionalism including appearance and time keeping.
<b>Team Focussed:</b>	Confident contributing to team plans. Able to work well with and encourage others. Equip and empower voluntary staff. Contribute to the smooth running of the team through a flexible approach to working.
<b>Committed Christian:</b>	Motivated by core Christian values including grace, compassion and integrity. Sets a positive example for pupils and colleagues to follow. Is an excellent ambassador for The Family Trust and upholds the values of the organisation even when not in uniform.

# Personal Specification

Area	Essential	Desirable
<b>Leadership</b>	Ability to work effectively as part of a team.	Awareness to include and encourage others in the team.
<b>Communication</b>	Excellent verbal communication to children, colleagues & school staff.	Excellent written communication.
<b>Innovation</b>	Creative and not afraid to try new things.	Specific skills e.g. arts & craft, musical theatre, sports, IT skills etc.
<b>ICT Skills</b>	Competency in working with MS Office (Word, Email, Excel, Powerpoint, Teams etc)	
<b>Working with children</b>	Experience working in children's or youth work.	Experience working with children in schools including delivering assemblies.
<b>Working with schools</b>		Experience working in the education setting.
<b>Education</b>	Education equivalent to 5 GCSE's and 2 'A' Levels.	Formal qualifications in children's and youth work e.g. degree, diploma, NVQ etc.
<b>Training</b>		Additional relevant training e.g. first aid, risk assessments, CPD training etc.
<b>Safeguarding</b>	A good practical understanding and approach to safeguarding children.	
<b>Transport</b>	Full UK driving license, access to a car & insurance covering business use.	