



St Peter's Church, Henleaze

Volunteer Role Description: (i) Group Leader and (ii) Group Helper for Explorers

Role and responsibilities

- Assist in leading the church based youth group for secondary school-aged young people working as an active part of the youth work team
- Help to safely lead a variety of activities, games, discussions and Bible studies depending on the topic and the nature of the group
- Listen to and offer support and care to young people
- Be responsible, reliable, accountable and respectful
- Be comfortable as a role model for young people
- Ensure the safety and wellbeing of the young people and other members of the team
- Have read, understood and follow the Safeguarding policy and procedures of the church
- Commit to attending occasional team meetings for planning, peer support and prayer
- Prepared to attend relevant training to grow in the role

Specific duties: Group Leader

- Plan, prepare for and lead age-appropriate sessions for a group of young people of secondary school age, lasting approximately 1 hour during the 9:45am Sunday service (session begins at 9:45am)
- Sessions will usually be based on the week's readings, following the lectionary year.
- Contact the designated helper and delegate preparation tasks if necessary
- Bring snacks to share during the session; prepare hot chocolates at the beginning of the session
- Set up and clear away all seats and equipment (including cups, plates, kettle etc)
- Actively manage the group to ensure that all members are able to participate as fully as they wish to

Specific duties: Group Helper

- Help prepare for the session if asked by the Group Leader
- Assist the Group Leader in running and managing the session
- Help clear up at the end of the session

The person should be:

- A committed Christian and regular worshipping member of the church
- Enthusiastic
- Patient
- A good listener
- Reliable
- Honest and trustworthy
- Approachable
- Caring
- Have a good sense of fun
- And like young people!

Best Working practice: General

- Arrive early
- Be prepared for your tasks
- Bring any equipment needed
- Notify other team member(s) if you are ill or unable to attend a commitment, giving as much notice as possible
- Be committed to team working and serving alongside others in your role
- Be positive towards your work and a pleasure to work alongside
- Conduct yourself in an appropriate manner as you act as a role model for the young people we work with
- Report any safeguarding concerns you may have to the group leader or your Parish

Best Working practice: When working with young people

- Be aware of who's doing what and when – keep your eyes open to what's happening around you
- Respect the young people and treat them equally – don't show favouritism or discriminate against people
- Encourage – don't de-power
- Never be alone with a young person
- Avoid physical contact with young people
- Do not swear
- Don't talk down to young people
- Building relationships
- Always be polite
- Respect what people have to say
- Ask permission rather than tell
- Encourage and be positive
- Set a good example

Discipline

The session leader will have the ultimate responsibility for discipline at sessions. Prevention is better than cure so:-

- Involve potentially disruptive young people
- Don't attempt to speak over noise – wait for silence
- Establish degrees of discipline:-
- Often a look is enough to warn young people of bad behaviour
- Never threaten if you are unwilling or unable to carry it through

Key Contacts:

- Vicar: Rev Canon Mark Pilgrim (0117 962 0636 / markpilgrim@aol.com)
- Curate: Rev Iain McColl (07746 951187 / mccoll.iain@gmail.com)
- Safeguarding officer: Sandy Hollinghurst (07580 234110 / s.p.hollinghurst@gmail.com)