



St Mary's Church, Fishponds

Job Description and Person Specification

JOB TITLE	Children and Families Music and Outreach Officer
REPORTS TO	Vicar of St Mary's, Fishponds
SALARY	Salary £27,000 to £30,000 p.a. (dependent on qualifications or experience)
HOURS	37.5 hours (5-day flexible working week which includes regular evenings and weekend work.) Part time and job-share applications which focus on key elements of the role described may also be considered.
DURATION	This is a fixed term contract (to 31 st December 2028)
LOCATION	The employer and contractual location will be St Mary's Fishponds.

ST MARY'S VISION

To create a parish where 0-18s have the opportunity to experience the transformational power of music, with a focus on the primary age group of 5-11. To enhance and encourage their experience of God in the local parish church and within their community and reach their potential as musical faith citizens.

JOB SUMMARY

St Mary's Church Fishponds would like to appoint someone who can:

- Lead and inspire a generation of children from the parish to engage with faith through a variety of music styles in the church, local schools and the community.
- Encourage and enable discipleship through the medium of church music.
- Lead on building an active and engaged children's provision during Sunday worship.

ADDITIONAL SUPPORT AND OPPORTUNITIES

- 1:1 management and supervision, plus team support from a ministerial team with wide range of experience.
- Flexibility will be required at times to meet the needs of the role, for which Time Off In Lieu will be made available.
- Support from local primary schools in making connections with children in our parish and context.



KEY RELATIONSHIPS (Role specific)

- To seek to serve, initiate, develop and maintain positive working relationships with staff in local schools, as well as other youth providers in the area.
- To work in collaboration with the Church Choir and ministry team and make connections to established church groups.
- To play a full and active role in the worshipping community life of the church family at St Mary's.
- To collaborate with the Parish Safeguarding Officers and clergy, to ensure our Safeguarding Policies are implemented effectively in all areas of the children's ministry.
- To connect with the Diocese Priority Communities Network & team.
- To be a fully participative member of our church team and play your part in building excellent working relationships with leaders and volunteers at St Mary's.

KEY RELATIONSHIPS (General)

- To maintain and develop your relationship with Jesus through regular times of personal prayer and corporate worship.
- To meet regularly with your line manager to help reflect on and manage your workload; to structure the pattern of your normal working week; to pray and plan strategic targets; and for personal/spiritual support and accountability.

SAFEGUARDING

The Parish churches and Diocese of Bristol are committed to safeguarding, safer recruiting practice and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

Genuine Occupational Requirement

This post is subject to an occupational requirement that the postholder be a practising Christian under part 1 of Schedule 9 of the Equality Act 2010

The Priority Communities Network (PCN) is a parish based holistic project that looks to deploy substantial resource into churches in areas of disadvantage in the Diocese of Bristol.

The programme aims to enable and cultivate sustainable, good growth across areas of multiple deprivation so that we see numerical growth of people and finances, deeper discipleship, and social transformation in these communities. The Priority Communities Programme is funding this role for St Mary's, Fishponds, Bristol.



MAIN RESPONSIBILITIES

- To build and develop a children's community choir in the parish that will make connections and build on community opportunities to perform at church, school and community events.
- To build and grow a children's choir at St Mary's making use of resources available from a variety of places including the Royal School of Church Music.
- To build and grow our children's work and Sunday provision at St Mary's.
- To connect with parents and carers at our well-established Music for Toddlers weekly term time group.
- To continue to develop our strong links with primary schools through the medium of music.
- Encourage the present leaders and build a sustainable team.
- Engage with children and families with a focus on primary school age children who are currently on the fringe and not yet fully integrated into church, listening and identifying ways to work positively and creatively with them.
- Explore offering musical opportunities in local schools (After school sessions, assemblies, seasonal and themed events)
- Identify new relationships with schools and other community partners to create meaningful connections, development opportunities and referral pathways (Pre-school, afterschool clubs based at church and school)
- Working, along with other church staff, to build flourishing and long-term connections with community partners.
- Helping to inspire, motivate, lead and develop existing and new volunteers to work with children's and families, and working as part of existing teams to develop these in an integrated and coordinated way.
- Working with the newly appointed PCN Operations Hub Manager in developing publicity and social media presence.



PERSON SPECIFICATION

To enable us to shortlist in a fair and unbiased way it is helpful if you provide us with sufficient information to demonstrate how your skills and experiences meet or exceed the criteria outlined in the job description.

Attributes	Essential	Desirable
Experience	• An experienced musician who has worked with and developed choirs in a church or community setting. • Has experience of working with schools and a good understanding of their culture. • Has an understanding of and commitment to safeguarding.	• Experience as a choral musician or Director • Urban ministry experience • Experience of leading people to faith in Christ • A working knowledge of the Church of England structures and traditions. • A working knowledge of GDPR • Experience of health and safety and assessment of risk.
Education/Qualifications		• Educated to A Level or able to demonstrate equivalent working experience. • Membership of the RSCM
Skills/ Ability	• The ability to relate & communicate well with all ages in variety of church and community settings. • The ability to work within the existing ministry as well as bringing creative new ideas • The ability to equip and enable others to become confident leaders in order to create a sustainable ministry. • The ability to build volunteering capacity and work collaboratively within a team. • Well organised and able to deal with administrative and communication tasks using good computer skills.	• Knowledge of social media use • Preparing risk assessments, and first aid training.



Attributes	Essential	Desirable
Personal	• Has a strong Christian faith, with a prayerful attitude to work. • Vision & enthusiasm for children and families to meet Jesus through music. • A heart for local churches particularly areas of social disadvantage. • Flexibility to work evenings and weekends. • Able to travel independently across the parish and Diocese. • The ability to use excellent interpersonal communication skills • Good self-awareness. • A self-starter and person able to lead and take initiative and responsibility.	• Urban church experience.

The Parish churches and Diocese of Bristol are committed to being a fair, respectful, and inclusive organisations. We believe that diversity enriches us and are dedicated to the promotion of equality where all are able flourish. Disabled people, and those from global majority heritage are currently under-represented in our organisation and we welcome applications from within these groups.

For an informal conversation regarding this post please contact:

Revd Lizzie Kesteven: lizzie.kesteven@live.co.uk

HOW TO APPLY

Applications should be made by completing the application form, which is available at: <https://www.bristol.anglican.org/aboutus/vacancies-xdb/parish-vacancies/>

Send all applications to: jobs@bristoldiocese.org

Closing date: 9:00am on Monday, 10th November 2025

Interview date: Wednesday, 19th November 2025