



Job Information Pack

# **Local Church Community Development Worker**

Darlington and Teesdale Methodist Circuit

Closing date: Monday 14<sup>th</sup> July 2025

Interview date: Thursday 7<sup>th</sup> August 2025

**Job title:** Local Church Community Development Worker  
**Employed by:** Darlington and Teesdale Methodist Circuit  
**Location:** Working within the Methodist Church communities of Hurworth and Haughton

**Reports to:** Accountable to the managing trustees of the Darlington and Teesdale Methodist Circuit through an appointed Line Manager, the Rev Gavin Hume.

**Key relationships:** (Internal)

- Rev Gavin Hume (Line Manager)
- Church leadership teams at Hurworth and Haughton

**Key relationships:** (External)

- The communities of Hurworth and Haughton
- Local ecumenical partners
- Local uniformed and community groups
- Local schools and their leadership teams

**Purpose of role:** Discern and develop ways to establish and deepen relationships between Haughton and Hurworth churches and their respective communities and to extend the work of God in the Darlington area.

**Faith:** A specific faith is an essential requirement for this role and in accordance with the Equality Act 2010 it is an occupational requirement that the successful applicant is a practicing Christian.

**Main responsibilities:**

- Work in partnership with the Minister and Church Leadership Teams of Hurworth and Haughton to set up, develop and evaluate initiatives for ministry opportunities which create and develop opportunity to deepen relations within surrounding communities. *Initially the greater focus for this work will be on Hurworth. In time this may change to include other Methodist Churches in the Darlington area.*
- Discern, pray and scope work into immediate, short and long-term priorities for each church, and for the churches together, that creates opportunity for community outreach and missional engagement.
- Encourage and initiate spiritual conversations and discipleship formation within each church's community and networks.
- Set up and lead regular group activities that foster church and community relations and encourage Christian fellowship for various age groups.
- Encourage, nurture and train volunteers to take on some of this work, working within Methodist safeguarding policy and adhering to safer recruitment processes.
- Identify opportunities for funding applications for developing activities.

Church & Community Development Opportunities:

*What follows is not a list of specific responsibilities or activities that will definitely happen, but rather examples of the kind of things that may, in time, depending on opportunities that emerge, and in consultation with your Line Manager, form part of this role.*

- Build on good connections within the community through the Mustard Tree Cafe & Coffee @ Haughton (& Coffee Mornings).
- A relationship building/chaplaincy role in these settings – while discerning opportunities to extend/develop this aspect of the church’s ministry through additional activities.
- Discipleship / faith conversation / activities – appropriate to invite those from community to (as well as deepening discipleship of those in church family)
- Establishing / re-establishing links with local schools.
- Deepening relationships with building users, especially Brownies/Guides at Hurworth.
- Developing links with families through activities like Messy Church.
- Forming collaborative working opportunities with other groups that serve the community.
- Hospitality events / music nights / other events that make the most of the cafe for serving/reaching the community.
- Outreach to local residential care homes

Other requirements:

- Prepare and deliver reports and attend as asked to do so relevant Church meetings.
- As requested by your Line Manager, undertake all other reasonable duties that support the evolving mission of the Darlington and Teesdale Methodist Circuit.

**Summary of terms and conditions:**

<b>Contract type:</b>	Part-time Permanent Contract
<b>Working hours:</b>	Averaging <b>20 hours</b> per week.
<b>Work pattern:</b>	A flexible working pattern, to include evening and weekend working. At least one working day each week must be a Tuesday or Friday, to be a recognised and trusted presence at the café at Haughton.
<b>Rate of pay:</b>	<b>£12.60</b> per hour (£13104 per annum)
<b>Place of work:</b>	A hybrid arrangement to include working from home, designated office space within the Circuit and working across the communities of Hurworth and Haughton.
<b>Annual leave:</b>	Annual leave is calculated to be <b>132 hours</b> , inclusive of public holidays.
<b>Pension:</b>	There is a contributory pension scheme to which you will be auto enrolled.
<b>Probationary period:</b>	Any offer of employment is conditional on the satisfactory completion of a 6-month period of probationary service.
<b>DBS disclosure:</b>	Any offer of employment is conditional on a satisfactory enhanced disclosure from the Disclosure & Barring Service (DBS).
<b>Right to work:</b>	Any offer of employment is conditional on you demonstrating the right to live and work within the United Kingdom as required by the Immigration Asylum and Nationality Act 2006.
<b>Training:</b>	There will on occasion be the need for training to be completed that is relevant to the role and to the requirements of the Methodist Church.  This appointment is conditional on the successful completion of the Methodist Creating Safer Space Foundation and Advanced Module Safeguarding training, at the earliest opportunity.

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	<b>E</b>	<b>D</b>	<b>A</b>
<b>Training and Qualifications</b>			
Good understanding and use of written and spoken English	Yes		A, I
Higher level qualification in mission and/or theology		Yes	A, I, Q
<b>Knowledge, Skills and Experience</b>			
Experienced in practical evangelism and faith infused outreach work.		Yes	A, I
An understanding of how to create forms of worship that are relevant to those joining them, which meet needs and that help people to see their value.	Yes		A, I
Experienced in working collaboratively with ecumenical partners and community groups, developing positive and trusted relationships.		Yes	A, I
Creative thinker, with experience in exploring activities that meet a specific need whilst supporting and empowering people to recognise their potential.	Yes		A, I
Experienced in recruiting and supporting a group of volunteers.		Yes	A, I
Good all-round knowledge of social media platforms and how they might be used to interact and develop relationships with the local community.	Yes		A, I
Awareness and understanding of issues of confidentiality with a commitment to maintain appropriate confidences.	Yes		A, I
<b>Qualities and Aptitudes</b>			
Able to react and adapt positively to changing priorities and circumstances in order to meet the current and future needs of our church communities.	Yes		A, I
Able to work with competing priorities whilst adhering to deadlines.	Yes		A, I
Able to identify and explore the giftings of others and nurture a volunteer team.	Yes		A, I
An active listener, friendly and sensitive, able to work with compassion.	Yes		A, I
Able to communicate with confidence, both verbally and in writing.	Yes		A, I
Able to take initiative, be pro-active, and think independently.	Yes		A, I
<b>Any Other Requirements</b>			
A robust and well-developed Christian faith.	Yes		A, I
Be supportive of the ethos and charisms of the Methodist Church.	Yes		A, I
Awareness of and a sensitivity to issues of equality, diversity and inclusion and a commitment to the unique value of the individual in all aspects of life.	Yes		A, I
A commitment to work irregular hours, to include evenings and weekends.	Yes		A, I
To be an active participant in any relevant communities of practice.	Yes		A, I
A satisfactory disclosure from an enhanced DBS check.	Yes		DBS

**Assessment:**

**A:** Application form; **I:** Interview; **Q:** Proof of Qualification; **P:** Presentation; **E:** Exercise

**Next steps:**

Enquiries and informal conversations about the role are actively encouraged. We ask that you direct these to Rev Gavin Hume at [gavin.hume@methodist.org.uk](mailto:gavin.hume@methodist.org.uk) in the first instance.

- Click [here](#) to download an application form.
- Click [here](#) to return your completed application form.

**Anticipated timeline:**

A start date as soon as possible is available and will be discussed at interview stage.

<b>1. Closing date:</b>	Monday 14 <sup>th</sup> July 2025. (Midday)
<b>2. Interview date:</b>	Thursday 7 <sup>th</sup> August 2025.

1. We reserve the right to close the vacancy earlier than this date should a sufficient number of applications be received.
2. Interviews will be held in-person at Methodist premises in either Hurworth or Haughton.

**Adjustments:**

Please let us know if you require adjustments making at any stage or to any aspect of the application process or provide us with any information that you feel relevant whilst we consider your application.

If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made for the interview. Please be assured that we will be supportive in discussing reasonable adjustments at all stages of the recruitment process.

If you have any questions about how we recruit you can contact us by clicking [here](#).

**Entitlement to work in the UK:**

Any job offer will be conditional on you demonstrating the right to live and work within the United Kingdom as required by the Immigration Asylum and Nationality Act 2006. You will be asked to provide evidence of your entitlement should an offer of employment be made.

**Experience, knowledge, skills, and abilities:**

The person specification lists minimum requirements for this post. When shortlisting, the panel will only consider information that is written on your application form, and they will assess this information against the person specification. *Where CVs are submitted these will not be used to make shortlisting decisions.*

**References:**

Any job offer will be conditional subject to receipt of satisfactory references. We reserve the right to withdraw a conditional offer based on the references that we receive. One should be from your current or most recent employer, the second from a previous employment. It is important that both referees are able to comment on your suitability to the role.

**Criminal convictions:**

Anyone who applies to work with us will be asked to disclose details of unspent convictions. Whilst having a criminal record does not automatically bar you from working with us this will depend on the job that you have applied for and the nature of the conviction.

**Data protection:**

The information you provide will be held in the strictest confidence. We process information in line with our Privacy Policy and if you are successful in your application the information that we hold will be used to administer your employment with us. By making an application, we assume that you agree to the processing of your data in accordance with our Privacy Policy.

**Equality, diversity, and inclusion:**

Our aim is to have a workforce that reflects the diversity of talent and abilities drawn from across our community. In line with the Equality Act 2010, we will monitor the composition of our workforce to ensure it is representative and that staff are treated equally and fairly.

Unless stated that an 'Occupational Requirement' is in place for a vacancy, recruitment will be made on the basis of an applicant's ability and merit as measured against the job criteria.