



**Holy Trinity Church
Cambridge**

Pastoral Assistant for Female Students

A profile of the student ministry at HT

Situated in the heart of Cambridge, nestling just off Market Square amidst the Cambridge University Colleges, HT's location is a gift. There could be no better a position to influence generations of students with the Gospel - and not just students. We believe God's hand is upon us to be a bold witness in this city to all who are spiritually hungry. Our focus is on Jesus and our desire is to magnify him. As we have set ourselves to teach from the Bible and encourage an openness to the Holy Spirit we have found people of all ages being drawn to worship here, often coming in from far afield.

The student ministry of HT is growing. Fifteen years ago there were fewer than 40 students coming to HT. Today over 150 worship at HT every Sunday of term time and more than 115 regularly come to the main weekly mid-week meeting. Students play a significant and full part in the life of HT – leading worship, leading in Children's and Youth work, and taking the lead in many areas. Increasingly we are discovering that HT plays a significant part in the lives of many students. It is not rare to hear the comment that "the best thing about Cambridge has been HT". It's a happy story!

An unmistakable buzz comes with this territory. People know that Cambridge students are quick witted, able and articulate, but the truly remarkable thing is that the students are hungry for the things of God. Often their strongest desire is to experience Him personally and to serve Him fully with their lives. They are keen to grow in their knowledge of the Scriptures and their experience of God in order to be able to worship Him more meaningfully and serve Him more completely.

Each week of term time is packed with opportunities to get to know the students of the Church and, as we expect the Student PAs to be at every student function, life is busy! Among activities that happen regularly are Sunday Student lunch, student "socials", and Risky Living, the main mid-week student meeting with a meal, worship, teaching and small groups. There are currently 12 small groups and Student PAs are usually involved in pastoring group leaders. Each term there is an event for female students, and a separate men's event too. In a usual year the Student Houseparties in December are a key event in the annual calendar, as is taking a group of students to a summer conference.

This is an exciting opportunity to be part of a staff team of a thriving church that is hungry to grow.

The Role of the Pastoral Assistant

Pastoral Assistants are enormously important in the life of HT. As well as spending some time supporting central church ministry and events each PA is primarily attached to and responsible for one of the distinct areas of ministry, for example working with students or helping to lead worship.

Training and supervision will be given so it is not necessary to have previous experience. On-going support and pastoral care is provided and the PAs will find they are well cared for and looked after. For example, each week the Pastoral Assistants gather together to share feedback on how things are going, encourage one another and work through discipleship issues.

We are seeking an energetic, outgoing person who will enjoy the challenge of being fully involved in a wide range of work in this busy Church. The successful candidate will be a committed Christian with a can-do spirit and will already have leadership experience under their belt. They will have a hunger to see God at work and a willingness to work hard to enable others to grow in Christ.

Candidates should familiarise themselves with both the "Student Ministry" and the "Responsibilities" sections below as shortlisted candidates will be invited to comment on them at interview. The description within this document is deliberately broad in order to be meaningful both to applicants with previous experience of working in a similar situation and to those with none. The precise job description will be created around the individual candidate's skills and experience as much as possible.

The Student Ministry

In 2019-20 the student team will consist of three Student Pastoral Assistants and be led by the Student Pastor, Stuart Browning. The PAs work very closely with the students, helping them develop in character and to develop spiritual habits to last for life. It is often the example of the PAs that inspires others and sets the "gold-standard" of what people aspire to in the way of spiritual growth.

Many students comment that the welcome they received on first coming to Holy Trinity had a strong positive influence on them. Often Freshers are daunted by the shock of arriving in Cambridge and they will be looking for guidance about how to establish themselves in a new place and deal with fresh pressures. Friendliness and care from the student team are essential. It is not uncommon for students at some time or another to want to talk about relationship issues that arise from the challenge of following Christ faithfully. Sadly, it is also quite common for students to feel the pressure of life in terms of stress, low level depression and anxiety. It is amazing how much a meeting at Caffè Nero, Starbucks or similar is appreciated, and it can be a real help. There are opportunities for regular meetings with individuals who ask for spiritual mentoring as well as more ad-hoc meetings to address specific issues.

As well as providing one-to-one welcome, support and mentoring for students, the student team together plan, organise and run a program of term-time student events with the aim of spurring the students on in their relationship with Christ and equipping them to live out and share their faith effectively. And it's our prayer that this foundation in their faith is firm enough to make them fruitful disciples of Jesus beyond university and for the rest of their lives!

Responsibilities

- ❖ Pastoral oversight of 150+ students shared with the rest of the team
- ❖ Helping to run the weekly Tuesday student night, Risky Living
- ❖ Helping to train Risky small group leaders
- ❖ Leading a pastorate and mentoring a group of Risky Leaders
- ❖ Mentoring a few students
- ❖ Taking new and fringe students for welcome coffees
- ❖ Leading prayer meetings
- ❖ Occasional opportunities to teach and speak at various seminars and events
- ❖ Helping to plan, prep, setup and run a wider range of student ministry events
- ❖ Helping with student team general administration
- ❖ Leading a group of students to a summer conference
- ❖ Possible opportunity to help lead the biennial trip to Zambia
- ❖ Various duties at Sunday services
- ❖ Supporting central church events, ministry and administration (Approx. ½ a day a week)
- ❖ This role will be particularly focussed on ministry to female students, including:
 - Specific responsibility for sometimes gender sensitive pastoral care of female students
 - Specific oversight of the spiritual development and discipleship of the female students
 - Mentoring female student leaders
 - Hosting events for women, for example our termly Women's Events

Person Specification

Abilities and Achievements - The successful applicant will:

- ❖ enjoy people, getting to know them, and helping them to get involved at HT
- ❖ have a heart for and interest in pastoral work, including 1-1s with individuals
- ❖ be clued up about students and student life and have a University level degree
- ❖ be able to appreciate the particular spiritual, personal and social challenges that current female undergraduates face
- ❖ be able to show that they will contribute to many facets of life at HT
- ❖ be reliable, and willing to work odd and sometimes long hours
- ❖ be computer literate
- ❖ be a good communicator and enjoy leading small groups
- ❖ be familiar with the Alpha Course and fully endorse its teaching
- ❖ be open to the Holy Spirit's gifts (e.g. able to fully endorse the teaching of Alpha about the Holy Spirit, and be happy to teach this kind of material)

It would be an advantage to:

- ❖ understand how larger churches work
- ❖ have proven organisational and administrative skills

Personal attributes

It is vital that the PA fully supports the ministry of Holy Trinity and is at one with the Church's objectives. The successful applicant will:

- ❖ be confident that their faith is robust
- ❖ be able to set realistic goals and priorities for their work and act accordingly
- ❖ be able to keep calm under pressure
- ❖ be enthusiastic and full of initiative
- ❖ have a sense of humour and enjoy laughter
- ❖ be flexible in their approach to work

- ❖ have an optimistic, buoyant character
- ❖ be able to maintain confidentiality and discretion
- ❖ enjoy working with a team of volunteers
- ❖ have a vision for being part of a team
- ❖ be secure in the whole area of relationships

Terms of Appointment

Employer:	The PCC of Holy Trinity
Responsible to:	The Student Pastor
Hours of work:	This is a full time role. PAs will work Sundays, and then in an average week may work two evenings. PAs have at least one day off a week but often find that it is possible to take two during quieter periods.
Salary:	The level of pay will depend on age and experience. As a guideline, a recent graduate could expect to receive a pro-rata salary of £18,000 per annum.
Length of appointment:	Initially one year (September 2019 - August 2020, exact dates to be agreed) with the possibility that a second year will be offered if both parties desire it.
Holiday:	Annual leave is four weeks during the summer plus one week around Christmas and one week around Easter. The dates of the holiday are by mutual agreement with the Director of Operations.
Probation:	There is a 3 month probationary period during which the progress of the post holder will be reviewed prior to the confirmation of permanent appointment.
Expenses:	The Church covers all working expenses on production of receipts (stationery, work related travel costs, conference fees etc.).
Accommodation:	Whilst the Church can offer guidance, the employee is responsible for finding accommodation and for all costs ensuing.

Application procedure

Applications are currently open and completed application forms should be returned no later than **Sunday the 10th of February 2019**. If you have any questions about the post or would like further information, please contact Stuart Browning, Curate and Student Pastor, on 01223 355397 or stuart.browning@htcambridge.org.uk before this date.

Interviews will be held for all short-listed candidates during the **end of February or start of March**. All candidates will be informed whether or not their application has been successful. Successful candidates will start in September 2019.

This post is subject to an enhanced DBS check