

Children & Families Worker

Part-Time, 3 days/week (approx. 22.5 hrs)

St Philip's Anglican Church, Cottesloe

Our Mission

Making disciples who make disciples.

Our Vision

We are a gospel-centred, Spirit-led community in which the Spirit of Jesus is evident, both individually and corporately. We are known for being a people who, in joyful submission to Scripture, worship God in Spirit and truth, pray without ceasing, walk in humility, and display the manifestations and fruit of the Spirit, ever becoming mature in Christ. We have and continue to raise up leaders within the church, enabling all of us to serve those within the body and the community outside of St Philip's.

Our Values

We are a church that is:

- **Grounded in the Gospel**
 - **Growing in Community**
 - **Empowered by the Spirit**
 - **Active on Mission**
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Role Overview

This is a 3-day/week role for a relational, gospel-hearted leader to nurture, build, and grow our Kids Ministry—especially our Sunday program—while extending care to families and reaching out to the wider Cottesloe community. You'll be joining a collaborative and prayerful staff team, with freedom to shape the ministry for today and the future.

Key Responsibilities

1. Sunday Ministry

- Lead and teach our Sunday morning Kids Program.
- Prepare and distribute Energize curriculum materials.

- Maintain and replenish supplies for teaching and craft.
- Coordinate engaging school holiday sessions.
- Organise and lead the 5pm Christmas Eve Family Service.

2. Team Building

- Recruit, train, and support Kids Ministry volunteers.
- Develop rosters and lead meetings.
- Promote Safe Ministry culture and processes.

3. Pastoral Care of Kids & Families

- Build relationships with children and parents.
- Offer spiritual encouragement and support to families.
- Help welcome and integrate new families into church life.

4. Staff Team & Strategy

- Participate in staff meetings and prayer.
- Contribute to vision-setting, broader evangelism and mission initiatives, discipleship planning and exploring ways of connecting with local families through outreach (e.g. playgroup, local schools, events).
- Pray regularly for children and families.

Selection Criteria

a) Personal Qualities

- A demonstrated and growing love for Jesus, Scripture, and prayer. [Essential]
- A warm, relational approach to children and families. [Essential]
- Evidence of a heart for mission, team-building, and long-term discipleship. [Desirable]

b) Skills and Experience

- Strong organisational and communication skills. [Essential]
 - Relevant experience in one or more areas of Christian Ministry (children's, youth, families). [Essential]
 - Experience in kids' ministry leadership. [Desirable]
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Conditions of Employment

- **Time fraction:** 3 days/week (approx. 22.5 hours), including Sundays.
 - **Reporting:** Reports to Senior Pastor or delegate.
 - **Start date:** January 2026 or as negotiated.
 - **Contract:** 12-month part-time lay ministry role.
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Remuneration

- Paid in accordance with Diocesan Policy 10.1 (Lay Ministry Workers).
- Salary based on Diocesan guidelines, adjusted for time fraction and qualifications.
- Superannuation paid at the statutory rate.
- Leave in accordance with diocesan entitlements.
- Requires a Working with Children Check, National Police Clearance, and completion of Safe Ministry Training.