



# The United Benefice of Orsett, Bulphan and Horndon-on-the-Hill

## Role Description – Sunday School in a Tin helper

### **Responsible to:**

Responsible to the Sunday School in a Tin Coordinator and through them to the Rector

### **Person specification:**

- To be a person of integrity who seeks to serve in a gracious, Christ-like manner and who treats each member of the Parish with respect and dignity
- To support the ministry and mission of the Church through their work
- To uphold the Vision and Values of the Church and support the Rector through prayer and a positive attitude
- To be present, available and reliable
- To maintain confidentiality and share any concerns with the Rector

### **Key roles and responsibilities:**

- To deliver the Sunday School in a Tin session during the church service
- To check the rota to ensure you are available
- To arrange cover with another helper if necessary
- To request details of the content of the session from the coordinator, if you wish. (The sessions can be delivered with no preparation)
- To arrive in church 15 minutes before the service and check the resources
- To encourage children to join you in the session and, at the appropriate point in the service, when indicated by the member of the clergy, to gather the children in the designated area of the church
- To read the story, play the game, make the simple craft item and lead the prayer.
- To re-join the service (usually towards the end of taking of communion: encourage the children to go to the altar for a blessing)
- To support the children in presenting what they have been doing to the main congregation
- To tidy up after the service, noting any resource needs and reporting them to the coordinator

### **Safeguarding:**

- To read and adhere to all aspects of the Benefice Safeguarding Policy
- To complete a Parish Form, providing 2 references, and a Confidential Declaration Form before commencing the role.
- To undertake an enhanced DBS check if required.
- To complete online C0 and C1 basic safeguarding training

Role description created June 2020

