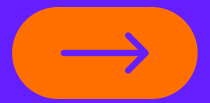


# ***YOUTH CATALYST PROJECT:*** ***YOUTH MINISTRY TRAINEESHIP***



**Trainee Information Pack 2025/2026**

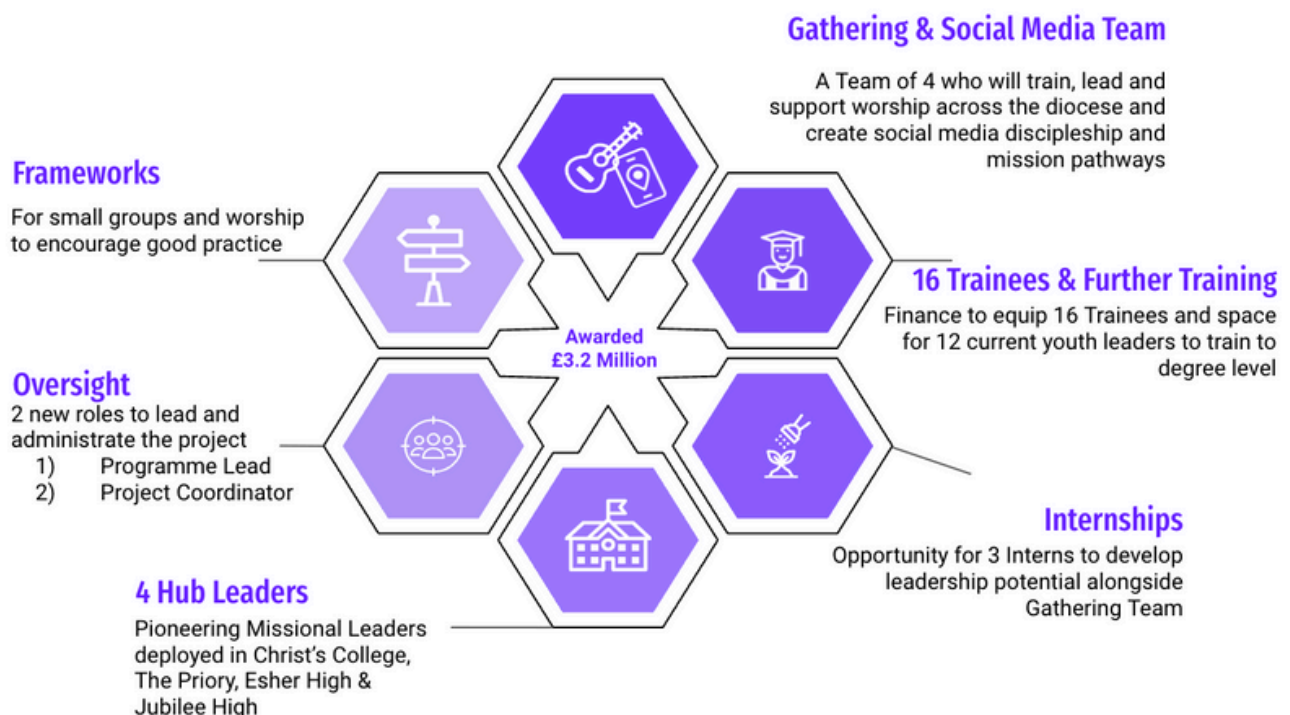


# INTRODUCING THE YOUTH CATALYST PROJECT

The Youth Catalyst Project aims to create a step change in youth ministry across the Diocese of Guildford.

The project aims to create effective adaptable frameworks for Small Group Discipleship and Critical Mass Youth Worship Gatherings; to link church and school through our Missional Hub Leaders; to create new missional, worship and social media pathways for young people; to provide churches with youth leaders through our Traineeship scheme; and to help older young people explore calling and gifting through internship opportunities.

Our vision is to support churches, youth leaders, and young people to grow as missionary disciples who live out and proclaim the gospel without fear.



# ***ABOUT THE YOUTH MINISTRIES TRAINEES***

Central to the Youth Catalyst Project is the desire to equip and release a raft of new youth leaders into parish contexts across the diocese. The leaders will be recruited and employed by the diocese but deployed and managed in churches to pioneer missional youth ministry with 11-18 year olds.

Over the next two years, we are looking to recruit 14 Trainee Youth Leaders to pioneer missional youth ministry in 14 different church contexts. We have eight placements available for September 2025 and we will be looking for an additional six each year for the following year. More information can be found on the following pages.

Alongside their role within church settings developing missional youth ministry, Trainees will also access training through diocesan courses. In Year 1, Trainees will study with First Timers, grasping the essential foundations of work with young people. More info about this course can be found [here](#). In Years 2, 3, and 4 this study will deepen as Trainees join our new youth ministry training pathway through Common Awards, studying Theology, Mission and Ministry to degree level. This course is due to be approved by September 2025.

As such, Trainees will be required to study with the diocese for one day each week (likely to be a Monday) and need to be available for other course requirements which may include residential weekends. In Years 2,3 and 4 alongside their time on the Common Awards Degree Course, Trainees will also need to prioritise an additional study day each week to

# ***ABOUT THE YOUTH MINISTRIES TRAINEES***

make sure they have time to fulfil course reading and assessment requirements.

Trainees will also be regularly connecting with one of our Hub Leaders (experts in missional youth ministry) who will provide non-managerial supervision. Our Hub Leaders will also demonstrate and provide models of effective missional ministry with, and to, young people.

Alongside weekly days off, the rest of the Trainees' time will be spent developing youth ministry in their parish context. A Trainee's working week should not exceed 35 hours (which includes their course and study time). Our scheme is designed so that Trainees will be learning and serving within the church setting for their first 4 years, before continuing in their placements full time in Years 5 and 6.

Within their parish setting, our expectation is that Trainees develop a small group discipleship structure, adapting our 6Ws framework to their context, and engage in the Youth Catalyst worship gatherings in their area. Beyond these expectations, our hope is that the majority of a Trainee's work in the parish will involve pioneering new missional initiatives to reach young people.

Our vision is to train and release a raft of excellent missionally minded youth practitioners who engage in long term youth ministry. This will go some way towards the Church of England's goal of releasing 3000 new employed workers and 27000 volunteers. Our hope is that we create effective pathways for youth ministry to develop across the diocese and beyond.

# ***TRAINEE REQUIREMENTS***

Trainees being accepted onto the programme will be required to serve in their placement church and study on diocesan training courses. In Year 1, this means joining First Timers (or other alternative if this course has already been undertaken), and in Years, 2, 3 and 4 on the Theology, Mission and Ministry Degree Programme. Alongside attendance on these two courses, Trainees will be provided with:

- A clear role description
- A named line manager and weekly line management meetings (this will usually be the incumbent)
- A budget for youth ministry resources and activity
- A place from which to work, including desk space with access to internet and printers
- A church email address
- A local induction process
- 35 hour week spread over 5 working days (Included in this time are course requirements and some study time in years 2,3 & 4)
- 2 clear days off each week
- Training (including costs of First Timers and the Degree Course)
- Non-Managerial Supervision with one of our Missional Youth Ministry Practitioners
- Laptop and basic IT packages
- A work phone
- Employment Support including safeguarding checks
- A diocesan induction process
- Training expenses (Travel to study, and course retreats and conferences)
- A salary that begins at £23,621 and rises every year alongside your theological learning and practical skill development

# ***TRAINEE CRITERIA***

This is an innovative project and we are looking to recruit up to 14 youth leaders over the next two years on the following schedule:

**1st September 2025 - Up to 8 Trainees**

**1st September 2026 - 6 (or more) Trainees**

We are expecting more requests to join the Trainee programme than we have finance to provide. As such, Trainees will be selected through standard diocesan recruitment processes which involve the submission of a CV and cover letter which will help us determine who to shortlist for interview.

We believe that diversity is a strength. We actively welcome and encourage applications from candidates of all backgrounds and identities, particularly those who identify as female, younger, of a UK Minority Ethnic/Global Majority Heritage, or disabled, as its essential that we reflect the diversity of the communities we serve.

Trainees are applying to join the scheme rather than join any particular placement, although if you have a strong preference for a church then please feel free to mention this in your application. We will consider this, but cannot guarantee that we can accommodate such requests, and it may be that you are offered a placement with a different church.

The Diocese of Guildford take our responsibility for the safeguarding of children and adults seriously. Our recruitment processes reflect this commitment.

# ***TRAINEE CRITERIA***

As such we are looking for Trainees that:

1. Have a deep and vibrant Christian faith
2. Have a passion to work alongside young people and commit to long term youth ministry
3. Have a desire to engage in theological learning and development
4. Are willing to learn and grow and work alongside others
5. Work within and develop effective safeguarding procedures
6. Will utilise our small group framework
7. Will prioritise mission to young people
8. Relate well to both young people and adults
9. Who are willing to think deeply, model consistency, and gather others into the adventure of following Jesus
10. Have 3 A Levels (or equivalent) in order to join the degree programme

# ***EMPLOYMENT - CHANGE IN YEAR 5***

Responsibility for funding and employing the Trainee will move from Guildford Diocese to the Church PCC at the end of Year 5 and the local PCC will be responsible for all employment costs after this point. As such, we cannot guarantee ongoing employment beyond Year 5, but placements have committed to the project for the 6 years, and there is an expectation that they continue to employ their trainee in Year 6. We will be in working with the church during Year 5 to make sure this process happens as smoothly as possible.

This will follow Transfer of Undertakings (Protection of Employment) Regulations 2014 which protects an employee's terms & conditions of employment when they transfer to a different employer in the same role.

# ***EMPLOYMENT AGREEMENTS***

As Trainees are employed by the diocese, there will be two key documents in the background supporting your role.

Firstly, the diocese and churches will be working under a Memorandum of Understanding that sets out the terms of the working relationship between the Diocese as the employer and the PCC as the place of work.

Secondly, a secondment agreement will be in place that lists the diocesan responsibilities as the employer, which will include things like employee responsibilities, holiday, sick leave, and disciplinary procedures. The secondment agreement will also include information for churches as to expectations around line management, reporting and working hours.



# ***TRAINEE APPLICATION PROCESS***

Applying for a trainee position is a straightforward process; simply follow the links on the diocesan website to apply, submitting a CV and cover letter. Please feel free to express a preference if there is a particular church you are interested in. If you would like more info on the exact role on each church, feel free to contact Sophie Blake at [sophie.blake@cofeguildford.org.uk](mailto:sophie.blake@cofeguildford.org.uk)

There are 8 churches part of this year's cohort of placements, which are:

- Holy Trinity Claygate
- Holy Trinity Aldershot
- St Mary's East Molesey
- St Peter's West Molesey
- All Saints West Ewell
- Parish of Cove
- Christ Church Guildford
- St Nicholas Thames Ditton

# ***TRAINEE - FAQs***

## **I'd love to be a trainee but I'm not sure about studying to degree level?**

We understand that degree level training and the reading and essay writing involved can be daunting. We will do our best to support you in your studies, but we also believe that it is vital for youth leaders to learn these skills so that they can understand and effectively communicate the depth of the Christian faith. We believe that good theory and theology makes us better practitioners.

## **Is accommodation provided?**

No. We are trying to pay well and create free access to training. However, if you are successful there maybe housing options within some of the placements and it is worth having a conversation with your placement church about this.

## **Why a theology degree rather than a JNC?**

The JNC is the secular youth work standard qualification. However, we are offering a Theology degree through Common Awards with Durham as we think that learning to think theologically is more vital for youth ministry. However, our course will involve several modules that would be similar to those found on JNC courses.

## **Do I have to do First Timers?**

Yes, unless you already have done the course. First Timers is an excellent introduction to youth ministry and will connect you with a cohort of others in a starting out in youth ministry.

## **What if I've already done First Timers?**

If you have already undertaken First Timers and are successful we will

# TRAINEE FAQs

create a small learning community that bridges First Timers and a degree course. This will likely involve some reading and written reflections.

## **What if I'm successful and can't get to the placement church I've been offered?**

If there are genuine reasons why one or more placements are not possible for you then please make this known in your application. However, we are looking for students with a level of flexibility and will be trying to match trainees and placements through the recruitment process.

## **What happens if there are problems with my church?**

If there are problems with a church once you have started, then your assigned Hub Leader is there to help in the first instance. Beyond this we have measures in place to support trainees, which may in exceptional cases involve supporting you into a new placement.

## **What if I want to move job roles within my traineeship?**

You are of course free to move roles by resigning from the traineeship at any point providing the project with the contracted notice. However, doing so in the first four years is likely to impact your studies as degree course is linked to students continuing in their placements.

## **5 years feels like a big commitment, why is it so long?**

There are two key reasons for this. Firstly, this allows time for you to study and learn in your placement. Secondly, we want our trainees to grasp the importance and benefits of long term youth ministry. We believe that it usually takes 3 years plus before a youth leader really starts to become effective and so the programme is designed to enable this long term approach.

# ***JOB DESCRIPTION: TRAINEE YOUTH LEADER***

<b>Starting salary</b>	£23,621
<b>Team</b>	Youth Catalyst Team
<b>Line Manager</b>	Parish Incumbent
<b>Non Managerial Supervision</b>	From one of the Youth Catalyst Hub Leaders
<b>Line Reports</b>	Volunteers in Parish
<b>Contract Duration</b>	Permanent/ Fixed term
<b>Contract Type</b>	Full time
<b>DBS Check Requirement</b>	Enhanced

## **Job Purpose**

The role is central to our Youth Catalyst Strategy that develops and enhances pioneering missional youth ministry across Guildford Diocese. The Youth Catalyst Trainee role will develop individuals as excellent youth ministry thinkers and practitioners. Alongside a youth ministry role within a parish church, Trainees will be trained to degree level and taught to contextualise their theological learning in a parish setting. The role will develop pioneering missional leaders who have effective pastoral and discipleship skills who can serve effectively in parishes and schools.

# ***JOB DESCRIPTION: TRAINEE YOUTH LEADER***

## **Relationships:**

- Diocese – Build positive relationships with other Youth Catalyst Roles, working closely with your assigned Hub leader and building connections with the Gathering and Social Media Team
- School – Develop effective relationships with your Hub Leader's School Hub and schools in your parish/local area
- Parish – Build effective relationships with incumbents and any other clergy, staff and PCCs. Develop effective relationships with current and potential volunteers and parents.
- Build safe discipleship and mission relationships with young people

## **Responsibilities:**

### **Training**

- Play a proactive part of the First Timers Course being punctual, considerate and engaged during sessions to maximise your learning
- Engage effectively with degree level training programme, being punctual, engaged and diligent in handing in assignments
- Regularly discuss your course learning with your line manager and assigned Hub Leader
- Develop effective habits that help you study beyond the scope of the courses

### **Youth Ministry**

- Oversee the youth ministry in your context, developing vision, values and effective strategy for youth ministry within the parish

# ***JOB DESCRIPTION: TRAINEE YOUTH LEADER***

- Use your growing understanding of deep youth ministry to develop praxis that provides effective discipleship pathways for young people ensuring that the discipleship of young people is paramount in the structures you create
- Utilise the small group discipleship framework for your context
- Play an active role in the worship gatherings in your area
- Work with your assigned Hub Leader in their school Hub in year 1 to learn, grow and then pioneer similar activity in another secondary school in future years
- Prayerfully develop pioneering missional opportunities for young people in your context
- Work specifically with Year 6 young people to aid the transition into youth ministry
- Develop effective ministries and communication to parents to help them disciple their young people
- Offer effective pastoral care for young people
- Recruit, train and disciple volunteers so that they are better able to support young people and deliver effective youth ministry
- Undertake the administration, communication, networking and publicity that the role requires
- Report on youth ministry at least annually to the PCC and constantly advocate for the needs of and importance of prioritising work with young people in the life of the church.
- Pray regularly for the young people, volunteers and staff and build a culture of prayer for young people in the church
- To attend diocesan and Youth Catalyst training events and invest in your own discipleship
- Operate within the Church of England safeguarding policy
- To play a full part in the life of your placement church

# ***JOB DESCRIPTION: TRAINEE YOUTH LEADER***

## **General**

- Attend and lead events which will often be in the evenings and at weekends
- To practice and model being a disciple of Jesus Christ.
- Attend weekly line management with your Incumbent
- Meet at least monthly with your assigned Hub leader
- This job description is issued as a guideline to assist you in your duties, it is not exclusive or exhaustive. Due to the evolving nature and changing demands of our service to the diocese this job description may be regularly reviewed to ensure it is an accurate representation of your post. You may, on occasions, be required to undertake additional or other duties as may reasonably be expected within the scope and grading of the post and according to the needs of the Organisation.

# PERSON SPECIFICATION: YOUTH CATALYST TRAINEE

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• 3 A Levels (or equivalent) in any subject</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with young people</li> <li>• Some experience of people management</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of Church of England</li> <li>• Experience in youth ministry</li> </ul>
<b>Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Broad awareness of trends in youth culture</li> <li>• Good Biblical knowledge and the ability to contextualise this for young people</li> <li>• Good understanding of safeguarding practices</li> <li>• Strong speaking and listening skills and IT literate</li> <li>• Ability to relate effectively to young people</li> </ul>	<ul style="list-style-type: none"> <li>• A deep knowledge and hunger for scripture</li> <li>• Evidence of personal theological study</li> <li>• Detailed knowledge of youth ministry trends and youth culture</li> <li>• Strong presentational skills</li> </ul>
<b>Personal</b>	<ul style="list-style-type: none"> <li>• Able to work on own initiative as well as being a team member who is prepared to take well-informed decisions.</li> <li>• A high level of integrity and discretion, ability to handle confidential information with diplomacy and sensitivity.</li> <li>• Ability to establish credibility and respect and build strong working relationships with young people and a wide range of colleagues.</li> <li>• Flexible and willing to adapt to changing priorities and working patterns; understand and appreciate different perspective on issues.</li> <li>• Demonstrates an approach to work that is characterised by commitment and energy.</li> <li>• Demonstrates servant leadership</li> <li>• A personal faith and passion to contribute to and engage in fellowship with others who has healthy spiritual practices of Bible reading and prayer</li> <li>• <b>This role carries an occupational requirement to be a practising Christian in accordance with the Equality Act 2010.</b></li> <li>• Fully supportive of the aims and mission of the Church of England.</li> </ul>	<ul style="list-style-type: none"> <li>• Full clean driving license</li> <li>• A baptised and confirmed member of the church of England</li> <li>• Food hygiene and First Aid qualifications</li> </ul>