

## **Advert for a Female Pastoral & Outreach Worker for Llanishen Evangelical Church**

**Job title:** Female Pastoral & Outreach Worker.

Llanishen Evangelical Church exists to spread the good news of Jesus Christ focusing on the Fishguard Road Estate in Llanishen and the surrounding areas and to serve our church family as they seek to glorify God in their day-to-day lives. We are looking for someone to join our friendly and welcoming church family to help us in this mission field. You'll be working with women in our church, supporting them with their walk with Christ, whilst also focusing on reaching women in the community with the gospel. You'll be well supported by volunteers from our church family and the elders and, in particular, the full-time pastor. Find out more about who we are, what we believe (including our Doctrinal Basis) and the work we do [here](#).

Does this sound like the role for you? If so, we'd love to receive your application!

**Starting salary:** £26,000 - £28,000 pro rata.

Starting salary negotiations within the pay band will be dependent on the demonstration of skills and experience. Further salary increases will be considered on an annual basis. This role comes with a benefits package, including flexible working, a 6% employer pension contribution, 25 days of annual leave (pro rata), travel expenses and up to 5 volunteer days to contribute to other Christian ministries (e.g. Christian camps).

**Working pattern:** This is a part-time position where we're looking for somebody to work 3 or 4 days (21-28 hours) per week. We support flexible working and can consider job shares. We'd expect you to regularly attend and be active in the life of Llanishen Evangelical Church and so attending Sunday services would be part of your working week. We would also need you to work some evenings and weekends (and ideally Wednesdays) because of pre-existing ministries we'd like you to support.

**Contract type:** This is a permanent, part-time role.

**Location:** We are based at Llanishen Evangelical Church, Heol Merlin, Llanishen, Cardiff, CF14 5QD, though we would expect you to work, where appropriate, from your home.

We also expect the role to include plenty of church family and community visits which could be at people's homes, coffee shops etc. depending on the needs of the individuals.

The degree of choice you have will depend on church family and community needs, your day-to-day work activities and will be reviewed as part of your role.

## **Job description**

We're looking for a female pastoral and outreach worker who will work with and report to our elders to develop a culture of discipleship for women, including:

- Developing a strategy for helping the women in our church family to disciple each other and be a positive example to them of how to do this.
- Undertaking pastoral visits to the women in our church family, including those who may be sick or in hospital.
- Meeting with women to pray, for one-to-one Bible studies and for pastoral support and conversations.

You'll also be part of reaching our community with the gospel, with a focus on outreach to women and families, including:

- Befriending women from our community and meeting informally with those interested in finding out more about Christianity.
- Attending and supporting our regular community ministries; including our weekly community coffee morning on a Wednesday, our fortnightly seeker Bible study group on a Wednesday and our monthly Saturday morning free food market — find out more about these activities [here](#).
- Attending and helping to run courses for those investigating Christianity (such as Hope Explored, 321 etc).
- Helping run our community outreach events alongside the church family.

## **Person specification**

We are looking for someone who has:

- A commitment to joining Llanishen Evangelical Church, as an upstanding representative of the church family.
- Experience of working (paid or voluntary) with women in a Christian setting.
- Excellent communication and interpersonal skills.
- Basic IT skills.
- A willingness to live in North Cardiff; it would be great if this was close to our church.
- A willingness to undergo further training for this role (if deemed appropriate) and who has a teachable character.

And who is:

- A team player.
- Always ready to develop new skills and new ways of working, including a willingness to undergo further training.

- A positive problem solver; confident handling stressful situations.
- Well organised.

We'd like you to also have:

- Some theological training (such as Gospel Partnership Training Course, Crosslands, Cornhill Training Course, Bible College). However, we understand that you might not have this, so please do apply even if you don't - we'd still love to receive your application.

### **Things you need to know**

#### **What will the selection process look like?**

We'd like you to send us your CV and write a personal statement of 1,000 words. In both documents, please give us details of your experience and skills and explain how these meet our person specification (see above section) for this role, as this is what we'll be assessing candidates against when reading through applications. Please send your CV and personal statement via email to our recruitment contact: Ruth Frost to [jobs@llec.org.uk](mailto:jobs@llec.org.uk) by 23:55 on 14 March 2025.

#### **What happens then?**

- Once the advert has closed, we will prayerfully assess applications. This involves reading through them all, so please bear with us as this can take some time. We're committed to being inclusive, so our recruitment contact will remove identifying personal information such as names and age identifying dates from your CV and personal statement.
- Successful candidates from the sift stage will be invited to attend a first stage, in-person interview at Llanishen Evangelical Church. We will provide you with the interview questions in advance so you can have time to think and pray about your responses.
- Candidates who are successful in the first stage, in-person interview will then be asked to take part in an activity. You'll be asked to prepare and deliver a short Bible study to a small group of women from our church family. More details will be shared with candidates invited to undertake this activity.
- Candidates who are successful in the activity will be invited to a final stage interview.

We aim for our recruitment process to be fully inclusive, and we can make adjustments as needed through our process. We will be happy to discuss any person-centred adjustments, please contact our recruitment contact: Ruth Frost by emailing [jobs@llec.org.uk](mailto:jobs@llec.org.uk) to find out more.

#### **Key dates** (dates are indicative only and may be subject to change):

- Closing date for applications: 23:55 on 14 March 2025
- Sift of applications completed by: 28 March 2025

- First stage interview: 11 April 2025
- Start date: We are flexible about start dates, but we are hoping our successful candidate can start in summer 2025.

### **Find out more:**

If you have any questions about this role or would simply like to find out more, please get in touch with our recruitment contact: **Ruth Frost by emailing [jobs@llec.org.uk](mailto:jobs@llec.org.uk)**. If it's a specific question for the elders (who include our full-time pastor), then Ruth will pass this on to them.

### **Other important information:**

Safeguarding is very important to us and therefore a satisfactory enhanced DBS check will be required from the successful candidate prior to starting the role. [Click here](#) to find out more about our safeguarding policy.

We understand that you might use AI and other resources for your application; however, please ensure all information you provide is factually accurate, truthful, and original and doesn't include ideas or work that isn't your own.

Applications can only be considered from those who are UK citizens or who otherwise have a right to work in the UK. We cannot offer visa sponsorship to candidates.

We welcome applications in Welsh / Rydym yn croesawi ceisiadau yn y Gymraeg.

Having regard to the nature and context of the work, it is an occupational requirement for the postholder to be an evangelical Christian and a female whose personal convictions and practice should comply and not conflict with the Doctrinal Basis and Christian beliefs of our church, as set out [here](#).