**RECRUITING SAFELY**

 **Safeguarding Form FC1**

**Job Description**

Note:
Group 1: Must have DBS and Barring check

Group 2: Must have DBS check

Group 3-5: No DBS check.

**Role: Local Preacher**

**Group: 2 Workforce (Child/Adult): Adult & Child**

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| Volunteer Role Outline Role information: To lead worship and preach with knowledge, conviction and competence;**Location:** Forest Circuit**Responsible to:** The Local Preachers Meeting **Eligibility:** A confirmed member of The Methodist Church**Commitment:** To study for accreditation and continue to develop in their personal spiritual life, in knowledge and understanding, and in preaching and in leading worship. A Local Preacher will undertake services as agreed with the Superintendent |

# Key volunteer activities

For Worship

* to lead worship and preach with knowledge, conviction and competence;
* to preach nothing at variance with our doctrines.
* to be available for an appropriate number of appointments each quarter, having regard to the situation of the local preacher and of the Circuit;
* to inform the Superintendent of any occasions on which they cannot be available for appointments on the forthcoming circuit plan;
* to fulfil all appointments given on the circuit plan;
* if unable to fulfil an appointment, to arrange for a suitable substitute, informing the Superintendent and a church steward of the Local Church concerned;
* to take overall responsibility for an act of worship when appointed on the circuit plan;
* to seek to work collaboratively with others in leading worship.

For Training

* to attend the Local Preachers’ Meeting on each occasion (or to tender an apology for absence to the secretary if unable to attend for good reason);
* to continue to develop in their personal spiritual life, in knowledge and
* understanding, and in preaching and leading worship;
* if admitted as such after the year beginning 1st September 1995, to
* participate in a programme of continuing local preacher development;
* to attend a class, house group, or similar fellowship group if possible.
* To attend public worship regularly and take the Sacraments

**Personal Skills**

* Good interpersonal skills
* Commitment to personal study
* A willingness to work as part of a team

**Boundaries**

* The Local Preacher should not perform roles that are reserved for ordained ministers.

**Safeguarding**

The role will be recruited using the Safer Recruitment Procedure of The Methodist Church and volunteers will need to complete the required recruitment forms and will need a satisfactory criminal record clearance certificate (DBS). Volunteers will be asked to provide all relevant documents for these checks. The cost of the check will be met by the Church.

**Training and support provided**

* Volunteers are supported by the Minister and Church Council
* Volunteers are required to attend safeguarding training; Creating Safer Spaces - Foundation and advance Module renewable every four years.
* Out of office expenses can be applied for.

**Appointment Period**

Volunteers appointment is for three years with an additional three years on reappointment. It should not continue beyond six years. However, in exceptional circumstances the appointment can be extended, but only following a closed ballot at the Annual church Meeting.

This job description is approved by

Signed Date

(Church Council)

I have seen and accept the responsibilities of this role

Signed Date

(Applicant)

A COPY OF THIS FORM WILL BE RETAINED IN A SECURE AND CONFIDENTIAL
MANNER BY THE METHODIST CHURCH

NB All information will be held in accordance with the Data Protection Act 1998