



Early Years Estates Pioneer – Perfect Peace Project Lead
Up to 28 hours per week (Flexible hours available by negotiation)
£28,000 per annum FTE (Band B)
Two year fixed-term contract

Job Description

The Diocese is seeking to appoint an Early Years Estates Pioneer to assist in implementing and integrating the Growing Younger priority of the Diocesan vision and strategy for 0-5-year-olds and their families, through enabling and supporting parishes and fresh expressions of church to grow in estate communities and rural communities where people experience the impact of poverty.

You will be joining us at a time of significant investment in our priority to Grow Younger as part of Growing in God our Diocesan Vision to grow in Number, Depth, Influence and Younger.

You will be part of the Mission and Ministry Team that seeks to support the making of new disciples of all ages in both parish churches and fresh expressions of church.

PURPOSE

To support toddler groups and their leads in estate communities across the Diocese with a particular focus on embedding Perfect Peace in toddler groups, supporting, resourcing and networking toddler group leaders and supporting the churches involved to develop their early years mission. Perfect Peace is a new resource that can be used in a toddler group setting to offer relaxation, reflection and reconnection, supporting families to develop positive mental health and grow in faith. This role is funded for a period of two years via the Church of England Innovation Fund in partnership with the Estates Evangelism Task Group.

REPORTING TO

The Growing Younger Enabler

KEY CONNECTIONS

- Director of Mission and Ministry.
- Archdeacon of Ipswich
- Mission and Ministry team colleagues.
- Growing Younger Project Support.
- The Revd Sophie Cowan, Priest in Charge of St Mary Stoke, Estates Focal Lead.
- Licensed Children's and Families Ministers and Toddler Group Leads.
- Other colleagues in the organisation such as the Schools' Advisor in the Diocesan Board of Education (DBE) team, and the associate Leader of the Lightwave Community.
- Parish priests and volunteers within the Diocese.

KEY TASKS

1. Provide training and mentoring for toddler group leaders to build capacity within estate contexts.
2. Create and build a network of toddler group leaders.
3. Introduce Perfect Peace when groups are ready, as part of a parishes Growth Plan.
4. Work with church and toddler group leaders to address barriers such as poor mental health, low confidence, and parenting challenges.
5. Work with relevant local and national partners to support parish churches & Fresh Expressions to engage in quality early years provision.
6. Work within the growing younger team enabling them to meet the Growing in God vision of the Diocese.
7. Actively encourage the growth of and excellence in our mission with 0-5's across the Diocese.
8. Undertake the Growing Faith Foundation Strategic Leaders training to embed and disseminate the learning from this work.
9. Work with integrity and within the appropriate professional boundaries, particularly when working directly with 0-5-year-olds.
10. When working with 0-5-year-olds in educational or youth club settings etc adhere to the policies and procedures of the setting, including safeguarding, health and safety, code of conduct etc.

PERSON SPECIFICATION

Note: In accordance with the equality act 2010 it is an occupational requirement that the post holder is a practicing Christian as the post holder will be required to represent the Christian religion in relation to the mission of the project.

ESSENTIAL	DESIRABLE
Qualifications/Knowledge	
• Good general level of education • Knowledge of child development theory and early years mental health issues. • Experience of growing ministry with 0-5's and their families both with those already engaged with church communities and those currently outside the life of the church. • Theologically literate and familiar with theories of faith development including baptism, intergenerational ministry and child advocacy. • A broad understanding of the breadth of 0-5s and families ministry across the traditions in the Church of England including Fresh Expressions of Church. • Developing and delivering training and learning opportunities with adults. • Safeguarding qualification	• Teaching or Children's Work/Youth/Chaplaincy qualification. • Theological qualification • Mentoring or Coaching qualification
Experience	
• Experienced in growing early years and families ministry in number and depth, both with those already engaged with church communities and those currently outside the life of the church. • Experience of developing, adapting and deliver appropriate training material. • Working knowledge of Microsoft Office including Word, Excel, PowerPoint, Outlook. • Experience of evaluation of initiatives' outcomes and impact. • Experience of working with volunteers • Experience of putting safeguarding measures into practise.	• Familiarity with Pioneer Ministry within the Church of England • Hands on experience of running a toddler group.

Skills and Abilities /Aptitudes	
• Ability to lead and work collaboratively and in partnership with others. • Team building skills • Written and spoken communication skills. • A commitment to continuing professional development. • Responsive, pro-active, responsible and reliable.	• Demonstrable ability to be part of and contribute to a wider team as part of a large national institution and to work alongside colleagues with different specialisms. • Good personal organisation and planning skills and ability to quickly establish credibility and build strong working relationships with colleagues (clergy, toddler group leaders and 0-5's and their families.)
Work-Related Personal Qualities	
• Regular worshipper in a member of Churches Together in England. (This post carries an occupational requirement to be a practising Christian as the post holder will be required to represent the Christian religion in education and mission of the church.) • Willingness to travel across the diocese to engage with parishes and other stakeholders. • Willingness to work flexibly at weekends and evenings as needed • Committed to DBF work values (Respect, Transparency, Quality and Well-being). • An enthusiastic, warm and friendly person who will draw others to want to work with them.	• Comfortable and confident in working with people of all ages and backgrounds

GENERAL INFORMATION

About Us

The Diocese of St Edmundsbury & Ipswich has 445 parishes in 129 benefices and serves approximately 660,000 people living in a geographical area of more than 1,400 square miles.

The Diocesan Board of Finance (DBF) serves and supports our parishes and schools offering the people of Suffolk the opportunity to encounter God and grow in Christian faith. We strive to do this in providing service and support in line with our values of Respect, Transparency, Quality and Well-being.

Salary	£28,000 FTE (Band B) - pro-rated as appropriate
Term	Two Year Fixed Term, ending 31.12.2027
Pension provision	If eligible, Membership of the Church of England Pension Builder 2014 Scheme following completion of probation period.
Hours of work	Up to 28 hours per week some flexible working is required e.g. working some evenings and weekends. TOIL (time off in lieu) is applicable for evening and weekend working to be agreed with line manager.
Holidays	25 days pro-rata paid leave in addition to the usual public holidays plus Discretionary days (at Easter and Christmas).
Probation Period	Six months during which time progress is regularly reviewed and the period may be extended.
Notice period	During probation 2 weeks and thereafter 1 month.
Place of work	The postholder will be based at the Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ and required to travel throughout the diocese on occasion and attend a wide range of meetings.
Other	The appointment is subject to an enhanced DBS check Use of own personal transport and insurance for business use. Expenses for mileage will be met by the diocese.

NOTES: The current main duties and responsibilities of this post are outlined in the job description. The list is not meant to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out other related duties that are within the employees' skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

For an informal conversation please contact:

Sharron Coburn, Director of Mission and Ministry. (01473) 298521 or 07483006385.

Or

Laura Mumford, Diocesan Growing Younger Enabler. 07394559889.

Application packs available from: Diocese of St Edmundsbury & Ipswich Website

<http://www.cofesuffolk.org/vacancies>

Please note: Applications will only be accepted on our DBF application forms. Please do not apply directly from online jobsites or send CVs.

Applications marked 'Confidential Application' to be sent to: HR Manager at HR@cofesuffolk.org or by post to Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ.

Closing Date for Applications: Wednesday 12th November 2025

Interview Date: Thursday 27th November 2025