Application pack

Post: ***Schools Worker (part time) – one or two posts available***

Application deadline: 1.00pm Monday 7th December 2026

Interviews to be held on Tuesday 15th December 2026

For further information, or any questions, please contact Ian Kemble, Director of Schools Work, at our office on 01277 523522 or by email at ian@bscwt.org.

This pack contains the following:

- Summary of key information
- An introduction to BSCWT
- Our Statement of Faith
- Our Core Values
- Job Description
- Person Specification
- Ethos Statement
- Application Form and Guidance Notes (NB if received electronically, these files are separate from the rest of this pack)

Thank you very much for your interest in this post.

SUMMARY OF KEY INFORMATION

- JOB TITLE: Schools Worker

- HOURS: 34 hours a week, school term time only (39 weeks per year), or two workers each working part of these hours. ***In your Personal Statement, please let us know your preferred weekly hours of work (this can be a range, if you are flexible).***

- DAYS OF WORK: Including Fridays (for Team Prayer Meetings and Staff Meetings). ***In your Personal Statement, please let us know your preferred days of work.***

- START DATE: week beginning Monday 4th January 2027 (or later, up to 12th April 2027, depending on the notice period required by your existing employer).

- HOURLY RATE OF PAY (scale dependent on qualifications and experience): £14.06 to £14.97.

- ACTUAL SALARY for 34 hours per week term time: £21,321 to £22,701 per annum (includes holiday entitlement of 5.6 weeks per year, to be taken during school holidays).

- FULL-TIME EQUIVALENT SALARY (based on 35 hours a week, 52.14 weeks per year): £25,659 to £27,319 per annum.

  Please note that our pay rates are reviewed annually in line with the local government pay review.

- PLACE OF WORK: Based at the BSCWT office in Pilgrims Hatch, Brentwood. Includes visiting various school and church locations around the Brentwood area.

- DEADLINE FOR APPLICATIONS: 1.00pm on Monday 7th December 2026.

- DATE FOR INTERVIEWS: Tuesday 15th December 2026.
  Please note that BSCWT will pay reasonable travel expenses, within the UK only, for candidates who are invited for an interview.

- This post involves leading Christian work in schools. Therefore there is a Genuine Occupational Requirement, under Schedule 9 of the Equality Act 2010, that the postholder(s) be a practising Christian. The post is also subject to an Enhanced DBS check.

A brief introduction to BSCWT

What is BSCWT?

The Brentwood Schools Christian Worker Trust (BSCWT) is an educational Christian charity which was set up in 1991. The Trust exists to serve school communities in the Brentwood area by providing Christian learning and support. It's all about Christians serving schools.

BSCWT is an expression of the local Christian community and is committed to building a positive partnership between schools and churches.

What do we do?

The work of BSCWT in schools is designed to benefit pupils of any faith and no faith and focuses on two main areas:

1. Christian learning - helping pupils to learn about Christian faith as part of their spiritual development of their own insights, principles, beliefs, attitudes and values that will give them a sense of identity, meaning and purpose
2. Christian support – helping schools to provide pastoral care and support to pupils

To provide these services to schools, we are involved in five core activities:

Pupil support

Providing a listening ear, one-to-one, and supporting small groups of pupils to explore issues such as self-esteem, anxiety and friendships.

Assemblies

Presenting Christian reflections in thought-provoking and relevant ways.

Clubs

Providing a safe place for pupils to explore aspects of Christian faith in more depth, as well as making friends and developing social skills.

Lessons

Exploring Christian ideas, beliefs and experience on a variety of issues.

'Prayer Spaces'

Creating interactive opportunities for pupils to reflect on big questions of life.

In some schools, this work is carried out by members of our team working as Chaplains. We are also committed to praying for our schools and to encouraging churches to develop other ways of serving their local school.

Who is on our team?

The BSCWT team is made up of a small number of paid part-time staff and a larger group of volunteers. Some of these volunteers are Associate Workers in schools, while others are Trustees, Support Team members and Church Reps.



Our staff team (left to right): Ian, Frances, Holly, Fiona, Evie, Alison

All our staff are employed part-time. The team is led by our Director of Schools Work, Ian, supported by our Operations Manager, Fiona (who is also one of our Schools Workers). The team also includes four other Schools Workers – Alison, Frances, Holly and Evie (who is also our Administrator). Alison is leaving our staff team in December 2026 to move on to new ventures.

The staff team work out of the BSCWT Base, located near the centre of Brentwood. Further information about our staff is available at www.bscwt.org/meet-the-team.

How is BSCWT supported?

The Trust is supported by many local churches in the Brentwood area as well as by many individuals. Our work depends on their ongoing generosity, in addition to a small number of grants from other organisations.

BSCWT is a Local Mission Partner of Scripture Union, an international, inter-denominational Christian organisation working with children, young people and families.

Our Patron is the Right Reverend Adam Atkinson, Bishop of Bradwell.

STATEMENT OF FAITH

Please note that all BSCWT Staff, Trustees and Associate Workers are required to indicate their agreement with this Statement of Faith.

a. God and the human race

We hold that the Lord our God is one:
Father, Son and Holy Spirit,
and that he fulfils his sovereign purposes
- in creation, revelation, redemption, judgement and the coming of his kingdom –

by calling out from the world a people
united to himself and to each other in love.

We acknowledge that though God made us
in his own likeness and image,
conferring on us dignity and worth
and enabling us to respond to himself,
we are now members of a fallen race;
we have sinned and come short of his glory.

We believe that the Father
has shown us his holy love
in giving Jesus Christ, his only Son, for us,
while through our sinfulness and guilt, we were subject
to his wrath and condemnation;
and has shown his grace
by putting sinners right with himself
when they place their trust in his Son.

We confess Jesus Christ
as Lord and God;
as truly human, born of the virgin Mary;
as Servant, sinless, full of grace and truth;
as only Mediator and Saviour, dying on the cross in our place, representing us to God,
redeeming us from the grip, guilt and punishment of sins;
as Victor over Satan and all his forces,
rising from death with a glorious body,
being taken up to be with the Father,
one day returning personally in glory and judgement
to establish his kingdom.

We believe in the Holy Spirit
who convicts the world of guilt in regard to sin,
righteousness and judgement;
who makes the death of Christ effective to sinners,
declaring that they must now turn to Christ in repentance,
and directing their trust towards the Lord Jesus Christ;
who through the new birth
makes us partake in the life of the risen Christ, and
who is present within all believers,
illuminating their minds to grasp the truth of Scripture,
producing in them his fruit,
granting to them his gifts, and
empowering them for service in the world.

b. The Scriptures

We believe that the Old and New Testament Scriptures
are God-breathed, since their writers spoke from God
as they were moved by the Holy Spirit; hence
are fully trustworthy in all that they affirm; and
are our highest authority for faith and life.

c. The Church and its Mission

We recognise the Church
as the body of Christ,
held together and growing up in him; both
as a total fellowship throughout the world, and
as the local congregation in which believers gather.

We acknowledge the commission of Christ
to proclaim the Good News to all people,
making them disciples, and
teaching them to obey him;

and

We acknowledge the command of Christ
to love our neighbours,
resulting in service to the church and society,
in seeking reconciliation for all with God and their fellows,
in proclaiming liberty from every kind of oppression; and
in spreading Christ's justice in an unjust world

……until he comes again.

The Scripture Union adopted the text of this statement as its 'Statement of Belief' at the International Council at Harare, Zimbabwe in May 1985.

BSCWT: Core Values

The following three ideas are at the very heart of how we do things in the work of BSCWT. They are not 'aspirational values' for us to try to reach (although we do want to keep to them), but are *core* values which are to be found within the DNA of this organisation – they describe how we do what we do. The most important thing about core values is not so much that they are written down (though this is necessary), but that they are lived out.

1. A relational approach – *"Keep Building Trust"*



We value the relationships we have with schools, churches, young people, children, teachers, support staff in schools, governors, church leaders, youth and children's workers. The partnerships that we have we these people and groups is what the work of the Trust is made of. We seek to nurture these relationships with honesty, integrity, gentleness and respect and to commit ourselves to this for the 'long haul'. Ultimately, of course, the most important relationship we have is with God Himself.
See 1 Peter 3:15, Ephesians 4:2 and John 15:5

2. A prayerful spirit – *"Take it to God"*



As Christians, we aim to maintain our central focus on following the example of Jesus Christ. We recognise that in order to stay close in our relationship with him, we need to be in constant communication with him. We believe that, if we are to be aligned with God's plans, then we need to pray, individually and together, speaking to God and listening to him, whilst also devoting ourselves to hearing him through reading and studying the Bible. We recognise that BSCWT's work is God's work.
See Philippians 4:6 and 1 Thessalonians 5:16-18

3. A servant heart – *"Go the extra mile"*



We believe the Bible shows that Jesus came to be a servant and give to others, ultimately to give up his life for others. We want to follow his example in being those who serve and give what we can to people in our local schools. We do not show up with demands or expectations of what we will be given, but we offer our help to schools, without charge. We aim to offer this with humility, recognising that we are part of a larger whole. We consider it important for us to show genuine respect for those who have different beliefs, opinions and views, so we aim to listen carefully and engage in respectful dialogue and conversation with everybody.
See Matthew 5:41 and Matthew 25:35-36

Living it out…

By articulating three simple and clear core values, they will hopefully be easy for people to remember and live out intentionally. It will be possible for us to hold them in our minds and hearts and to filter our decision-making through them.

Also, as a Christian charity serving schools:

- We believe that each child is a gift from God to be valued, protected and respected.
- We believe that all we do in every way should be based on the Bible.
- We believe in recruiting, employing and developing gifted and committed Christians.
- We believe that BSCWT should be led by a plurality of Godly and gifted leaders.
- We believe in the 'Local Church' and that BSCWT is an expression of the local church.
- We value Biblical financial giving and are committed to ensuring that any financial support is used wisely.

JOB DESCRIPTION:
SCHOOLS WORKER



KEY INFORMATION:
- 34 hours a week, term time only, or two workers each working part of these hours
- Based at the BSCWT office in Pilgrims Hatch, Brentwood

BACKGROUND ABOUT BSCWT:
The Brentwood Schools Christian Worker Trust (BSCWT) was formed in 1991 and exists to serve school communities by providing Christian learning and support. We aim to enable our staff and associate workers (and the local church as a whole) to become deeply involved in local schools in order to serve them more effectively. Our core activities in schools include pupil support, assemblies, lessons, clubs and 'prayer spaces' . We seek to work with a relational approach, a servant heart and a prayerful spirit. BSCWT is supported by many local churches and is a local mission partner of Scripture Union. The work of BSCWT is guided by its Trustees.

JOB PURPOSE:
To serve school communities (primary and secondary) in the Brentwood area by providing Christian learning and support. This will be done in partnership with the rest of BSCWT's team of staff and volunteers. The role will include leading and training volunteers and engaging with local churches.

SUPPORT & ACCOUNTABILITY:
The Schools Workers report to, and are supported by, the Director of Schools Work.

CORE RESPONSIBILITIES:
1. *To serve local schools* (NB the relative balance of the responsibilities below will depend on the particular strengths of the Schools Worker and the needs of the Trust and local schools), including:
    - Leading aspects of BSCWT's work in schools
    - Planning and leading assemblies
    - Mentoring pupils and leading peer support groups
    - Setting up, leading and sustaining Christian clubs and drop-in clubs in schools
    - Planning and delivering lessons in schools to help pupils engage with Christian viewpoints and develop spiritually
    - Being involved in delivering large scale projects such as 'Love Easter', 'Christmas Wonder' and 'It's Your Move'
    - Developing prayer spaces in schools
    - Forming positive relationships with staff and pupils in schools

2. *To equip and lead volunteers*, including:
    - Developing and supporting teams of volunteers to run clubs, lessons, projects, prayer spaces and provide pupil support in schools
    - Supervising associate workers
    - Providing and sign-posting training opportunities for volunteers

3. *To engage with local churches*, including:
    - Visiting local church congregations and groups to inform and envision them about BSCWT's work and to encourage them to support and serve local schools
    - Working with local Christian youth and children's workers to encourage and enable them to engage with young people and children in schools

4. *Other responsibilities*:
    - To pray for local schools (including attending the BSCWT Team Prayer Meeting on Friday mornings) and encourage others to be praying also
    - To work closely with the rest of the BSCWT staff team, including attending staff meetings and retreats
    - To actively develop your own personal and professional gifts and abilities, including undertaking relevant training
    - To stay up to date in understanding and implementing current recommendations regarding Safeguarding and Child Protection
    - To cover for work undertaken by other schools workers employed by the Trust as may be deemed necessary or appropriate given the needs of the Trust and the skills/experience of the worker
    - To carry out such duties as may from time to time be requested by the Director of Schools Work or the Chair of Trustees

BSCWT
November 2026

PERSON SPECIFICATION: SCHOOLS WORKER

We are looking, first and foremost, for a practising Christian who is passionate about children, young people and education and the aims of BSCWT.

Character and personal attributes	Essential	Desirable
A mature, committed Christian in agreement with BSCWT Statement of Faith and core values	Y	
A personal commitment to prayer	Y	
Involvement in a local church community	Y	
A high level of personal integrity	Y	
Committed to personal and professional development	Y	
Willing to listen, learn from others and accept feedback	Y	
Resilience, perseverance and adaptability	Y	
Skills		
Able to work on own initiative, set targets and prioritise	Y	
Able to engage relevantly and sensitively with young people	Y	
Able to work effectively as a member of a team	Y	
Able to lead and develop teams as a 'servant leader'		Y
Able to work effectively with adults in schools and churches	Y	
Good organisational skills and time management	Y	
Able to communicate effectively in speech and writing	Y	
Creativity relevant to activities in schools	Y	
Able to use IT effectively	Y	
Knowledge, experience and training		
A proven track record in Christian schools work or a related field eg. teaching, youth work, pastoral/mental health work	Y	
Understanding of the school environment and awareness of the privilege of being a Christian visitor in schools	Y	
Knowledge of the Bible and how it relates to children	Y	
Relevant training		Y
Other		
Full driving licence with own car or access to transport	Y	

ETHOS STATEMENT

This ethos statement outlines the kind of organisation Brentwood Schools Christian Worker Trust (BSCWT) seeks to be. Those who work or volunteer with us are asked to uphold this ethos.

The Object of Brentwood Schools Christian Worker Trust (BSCWT) is to advance the Christian faith in Brentwood in accordance with the Statement of Faith, by teaching and promoting the Christian faith in schools and other educational institutions.

The Trust does this by 'Serving school communities by providing Christian learning and support'. BSCWT works in schools in the Brentwood area to help all children, young people and also school staff to explore and respond to the significance of Jesus Christ for their lives and to encourage people to encounter God through the Bible, prayer and worship.

We hold this as our aim because we believe all human beings, regardless of gender, sexuality, ethnicity, ability or disability, age, political or religious persuasion, to be of equal worth before God and that all have the right to hear about his love for them as expressed in Jesus Christ.

Our Lifestyle Statement

At BSCWT we believe that the Bible calls us to a distinctive lifestyle of Christian discipleship. Our work in schools requires us to demonstrate that, especially as we are likely to influence others. Such a lifestyle includes regular Bible reading and prayer and active involvement in a local church. It is marked, for example, by high moral standards and a selfless attitude to money, possessions, time, work, leisure, social action and relationships.

Whilst we recognise that as sinful people, we often fall short of this ideal, we believe that grace and forgiveness are always available to all. We nevertheless expect that all those working with us in the Trust will be committed to work towards achieving such a lifestyle with God's help.