



King's Cross Methodist Church

英國循道會君王十字堂

JOB DESCRIPTION

Job Title:	Maternity cover for the Mandarin – Speaking Lay Worker
Line Manager:	Minister of King's Cross Methodist Church
Hours:	36.5 hours – Hybrid work
Salary:	£32,000 including London Weighting
Location:	King's Cross Methodist Church, 58a Birkenhead Street, London, WC1H 8BW

Please send your CV to kxmc.admin@kxmc.org.uk.

Application deadline: Friday, 5th September 2025

King's Cross Methodist Church, part of the West London Mission Circuit

About Us

The **West London Mission (WLM) Circuit** is part of the Methodist Church, comprising two city-centre congregations—**Hinde Street** in Marylebone and **King's Cross**—alongside three mission projects. These include professional social work, a student community at Methodist Chaplaincy House (currently suspended), and outreach to students and young adults across both churches. Each church expresses Methodist values through worship, learning, service, and outreach, shaped by their unique history and context.

King's Cross Methodist Church has been serving migrant workers—both documented and undocumented—since 2000. In 2005, a Mandarin-speaking congregation was formed, now comprising around **100 members**, including **30 teenagers aged 12–18**. Around **70–80%** of the congregation are migrant workers and their families. The ministry has evolved from addressing basic survival needs to supporting integration and spiritual growth in the UK context.

The Role

We are seeking a **Mandarin-speaking Lay Worker** to lead the **Migrant Workers' Ministry** during a period of maternity leave. This is a **6-month fixed-term post**, working as part of

a collaborative ministry team at King's Cross, which includes a presbyter, a deacon, a church administrator, and a centre manager.

Key Responsibilities

1. Migrant Workers' Service and Outreach

- Lead and coordinate the migrant workers' worship service.
- Recruit, train, and support volunteers to offer immigration and welfare advice.
- Provide pastoral care to individuals and families.
- Visit Mandarin-speaking undocumented workers in homes, hospitals, or detention centres.
- Collaborate with external organisations working in related fields.

2. Second-Generation Ministry

- Offer pastoral support to young people and families within the Mandarin-speaking congregation.
- Develop Christian education programmes for children and parents.
- Organise community-building activities such as language classes (English and Chinese).
- Encourage engagement between migrant families and the wider church community.
- Participate in worship leadership and, where appropriate, preach in Mandarin and Cantonese services.

3. Administration and Communication

- Maintain records, manage correspondence, and ensure financial procedures are followed.
- Advocate for the ministry within the wider church and Chinese Christian communities.

Support and Supervision

The post-holder will be supervised by the minister and supported by a group appointed by the Church Council and Stewards. This group will:

- Understand and support the ministry.
- Help identify priorities and respond to new opportunities.
- Monitor progress and provide regular feedback.
- Serve as a sounding board for the worker.

Attributes	Essential	Desirable	Method of Assessment
1. Education & Training	Educated to first degree level	A recognised Biblical, theological or practical mission qualification	Q
2. Relevant Experience	Active as a member of church that is a member of CTBI	Experience of practical outreach ministry	A, I
3. Special Knowledge, Skills and Qualities	A sound understanding of the issues faced by migrants in Britain and by the second generation.		I
		Working knowledge of immigration matters	I
	Able to relate effectively to a wide spectrum of people		A, I
	Fluent in Mandarin. Able to effectively communicate in English in person and in writing	Fluency in another Chinese dialect	A, I
		A local preacher or worship leader Training or an equivalent that allows the worker to be recognised as such	Q
	Able to present a strong Christian example		A, I,
4. Competencies	Able to be motivated and adaptable		A, I
	Able to take responsibility for organizing own work and to be proactive		A, I
	Able to set and work to goals without direct supervision		A, I
	An ability for creative thinking and action and good analytical skills		A, I
	Able to adapt to changing priorities and circumstances		A, I

	Able to communicate effectively in writing and verbally.	Able to use Microsoft Word and Power Point	A, I
	A committed and reliable member of a team, able to develop positive relationships, and show self-awareness		A, I
	Focused on the needs of those you are employed to work with		A, I
	Commitment to using and contributing to the established church and circuit organizational systems including IT		A, I
Any Other Requirements	Willingness to understand and engage with Methodism and be subject to its discipline		I
	Satisfactory Enhanced Disclosure from the DBS		DBS Application
	An understanding and acceptance of WLM's inclusive Christian ethos		I

A – Application form; I – Interview; Q – proof of qualification (certificates or transcripts)

Terms and Conditions of Employment (Summary)

- This is a **maternity cover** position, offered on a **6-month fixed-term contract**. Subject to circumstances, the role may be extended **monthly**, up to a further 6 months.
- **Salary:** £32,000 per annum, inclusive of London Weighting.
- Appointment is subject to a **satisfactory enhanced DBS check**.
- **Working hours:** 36.5 hours per week, including regular **evening, Saturday, and Sunday commitments**.
- **Expenses:** All reasonable work-related expenses will be reimbursed.
- The post-holder is entitled to **at least one full day off per week**.
- **Annual leave:** 28 days per year, plus bank holidays, **pro-rated** for the duration of the contract.