



DIOCESE OF **Hexham & Newcastle**



Chief Executive Officer

Youth Ministry Trust



Candidate Pack

Vision

What is the Lord Calling Us to Be and Do?

As disciples of Jesus in the Church of Hexham and Newcastle, listening to His invitation, we feel called to make the following commitments:

- 1:** To Walk with Jesus and Enable Others to Encounter Him.
- 2:** To Grow as One Diocesan Family – Rebuilding Relationships.
- 3:** Forming and Developing People for Mission.
- 4:** Living Justly and Caring for Our Common Home.

Values

Trust: Trusting in God, trusting in each other and trusting in ourselves.

Service: Having an attitude of service and using our talents to serve God and our neighbour.

Respect: Respecting every human being, respecting diversity and everyone's different gifts and opinions and respecting our world.

Integrity: Being honest, open and consistent in all that we do.

Compassion: Seeing God's face in everyone, particularly the poor and the vulnerable.

Youth Ministry Trust Mission Statement

We aim to encourage young people into a relationship with Christ
and fully into the life of the Church

An Introduction from Bishop Stephen Wright

Dear Friend in Christ,

Thank you for taking the time to consider applying for the role of CEO of the Youth Ministry Trust. I look forward to working alongside the successful candidate and all at YMT in providing high quality pastoral accompaniment to our young people. I began my ministry as Bishop here in July 2023. I quickly saw how blessed our diocesan family is to have the ministry of YMT and the excellent facilities at the Emmaus Village. I have a ministerial passion for catholic education and for parish and diocesan ministry to our young people. The successful applicant will be a key person in discerning how we can best minister in the years to come. As sister charities, the Diocese of Hexham and Newcastle with its four educational trusts and the YMT aim to work ever closer together to let our young people flourish in the love of the Lord.

If, like me, you are new to the Northeast, may I assure you of a friendly and vibrant welcome. It is a beautiful part of the country to live in with the richest of Christian heritages going back to the foundation of Christianity in these isles. May I wish you every blessing with your application.

With assurances of prayers,

+ Stephen

Message from the Chair of the Youth Ministry Trust

Thank you for discerning a key leadership role in the Diocese of Hexham and Newcastle. The Board of Directors look forward to working closely with the successful candidate in the years ahead. We aim to support you in delivering the very high standards of youth ministry that are expected from our long-standing service to our young people, schools and our parishes.

We look forward to seeing you bring your experience, talent, and most importantly, your vibrant Catholic faith, to the Emmaus Village and leading our exceptionally gifted team as we work closely as one diocesan family.

With prayers for all those who are applying for this incredibly exciting opportunity.

Fr Marc Lyden-Smith

YMT are seeking to appoint a Chief Executive Officer (CEO) for the Youth Ministry Trust of the Diocese of Hexham and Newcastle to lead the charity in its mission to encourage young people into a relationship with Christ and fully into the life of the Church.

Your skills, experience and vision will be crucial to the success of the Trust, which is based at the Emmaus Village. You will have the privilege of leading a team of talented and committed staff who work at the village as well as in parishes and schools across the Diocese.

Youth Ministry in the Diocese of Hexham and Newcastle

The Youth Ministry Trust (YMT) was established as a charity in 2012 and is a subsidiary of the Diocese of Hexham and Newcastle. Its role is to be the youth service of the Diocese, delivering the Bishop's Vision and mission for young people. YMT has its own Board of Trustees who have strategic oversight of the Trust, setting the objectives for operational delivery by the CEO in order to realise the Bishop's Vision.

Its roots go back much further, as what was originally the Youth Ministry Team was founded in 1994 by Bishop Ambrose Griffiths, as a realisation of the vision and passion of Fr Dermott Donnelly for the evangelisation of youth. From the outset, the YMT has brought together young adults from across the globe to live in community and engage in school missions, which we still do today. Central to this mission experience is the message of God's unconditional love for everyone. This community remains at the heart of the YMT's work, offering peer ministry through the dedication of young volunteers from nearly every continent.

The YMT's mission is to help young people recognise their unique value and reach their full potential. The YMT has developed an approach that includes school missions, residential retreats, and outreach, also supporting volunteers who work with young people, equipping them to provide opportunities for spiritual growth and helping youth embrace their place in the Church, share their unique gifts, and take on their responsibilities in the world.

The Emmaus Village

In 2010, the Emmaus Village was opened and is still a flagship for youth ministry across England and Wales. This residential centre allows the YMT to offer an holistic experience that leaves a lasting impact, helping young people from diverse backgrounds explore faith and life issues in a meaningful and interactive way. The Emmaus Village has four purpose-built chalets, accommodating up to 88 people, and is situated 20 acres in the picturesque Derwent Valley. Owned by the Diocese of Hexham and Newcastle, and managed by the YMT Charity, the Emmaus Village is a short drive from the centre of Durham and Newcastle.

Future Plans

There are exciting plans for the development of the YMT both through the expansion of the site at the Emmaus Village and through the outreach work with parishes and schools.

The Diocese of Hexham and Newcastle is in the process of securing additional land around the site, which includes land that is currently held as leasehold. This will give us the opportunity to work on site sustainability, with plans for a Laudato Si' garden and planting trees as part of Durham Woodland revival, for which funding has already been secured.

The Trustees of the YMT have been working for some time on plans to increase capacity and provide more opportunities and options for engaging with young people. The use of the Village outside of weekdays in term-time will be a key objective in the medium term and beyond, as the YMT seeks to optimise its assets to generate revenue which will underpin the mission.

The residential retreats remain the cornerstone of the work of the YMT, and the engagement with the Diocesan schools and four Catholic Education Trusts is key, to ensure that the Bishop's Vision for youth ministry can be delivered to all pupils at key points in their education. Developments within Catholic Education such as the new Prayer and Liturgy Directory and Religious Education Directory gives an opportunity for the YMT to enhance the work of schools and bring children and young people towards their relationship with Christ.

Job Description

This role is to be the operational lead of delivering the Bishop's Vision for Youth Ministry, through the strategy set by the YMT Board. The successful candidate will be a faithful practising Catholic, happily living their faith and willing to give positive witness to young people, to serve as a representative of the Bishop and YMT and be an advocate for the young people of the Diocese.

Responsible to: The Board of Trustees and line managed by the Chair of Trustees.

Duties and responsibilities:

The role is integral in:

- Mission and Evangelisation - by proclaiming the kerygma, inviting young people to encounter Christ;
- Catechesis and Formation – a deepening and strengthening of faith in young people and in those who work in youth ministry in the Diocese, inviting them into the life of the Church; and
- Promoting a safe and sustainable environment, to be a place of nurturing for young people and those who work in youth ministry.

Mission and Evangelisation

The CEO is required to ensure that through the work of YMT, the young people and those who work with youth are invited to encounter Christ through:

- Leading youth ministry provision in the Diocese of Hexham and Newcastle by exemplifying good practice and excellence in all residential and outreach ministry.
- Building strong relationships with stakeholders, to provide a coordinated approach to youth ministry. This includes but is not limited to clergy, school chaplains, Curial teams and the Vicariates for Caritas and Education and other diocesan personnel, to provide a coordinated approach to youth ministry.
- Having regard for national statutory and Catholic youth work and ensure participation in relevant national initiatives and developments.
- Representing the Diocese and the YMT at a local and national level as required.

Catechesis and Formation

The CEO is required to ensure that through the work of YMT the young people and those who work with youth are formed and their faith deepened by:

- Leading on the prayer life of the team, and the Village through their own witness and encouraging the witness of others.
- Facilitating and ensuring delivery of key initiatives including:
 - The John Paul II Awards
 - Pilgrimages for young people e.g. Lourdes Pilgrimage
 - Diocesan youth participation in World Youth Day
 - Faith in Action
 - Confirmation
 - Post age 18 engagement
 - Youth Council
- In cooperation with clergy and school chaplains, lead the provision of support, guidance and training for volunteer youth ministers and all those working with young people across the Diocese.
- Ensuring formation staff and interns as well as volunteers within YMT, supporting formation of those who engage in young ministry in schools and parishes.

Promoting a Safe and Sustainable Environment

The CEO is required to ensure that, through leadership teamwork, YMT is a safe and sustainable place for young people, as well as strong and well-managed operational delivery. This is through:

- Being the Designated Safeguarding Lead for YMT including at the Emmaus Village.
- Having responsibility for the operational delivery of the strategic capital and maintenance plans for the estate at the Village.
- Ensuring all health and safety requirements are met, and best practice is observed at all times.
- Responsibility, through managing senior leaders, for all aspects of staff employment, including professional development and recruitment, along with interns and volunteers.
- Being the Data Protection Lead.

- Developing and working within the agreed annual budget, overseeing the finances of the YMT with sound planning in collaboration with the Trustees, ensuring responsible stewardship of resources.
- Reporting as required to Trustees, providing frequent and regular information to enable them to monitor and direct the YMT, so that they can be assured.
- Lead on development projects and ensure their ultimate delivery.
- Advocate and support fundraising for the YMT.

Personal Specification

	Requirements:	
	Essential	Desirable
Qualifications		
Educated to degree level or above in a relevant subject or equivalent professional qualification	X	
Professional qualification in youth work	X	
Theological qualification		X
Experience		
Working catechetically with young people and staff, and in offering spiritual support	X	
A minimum of three years leadership experience	X	
Preparing and managing an operational budget	X	
Management, line management and supervision of staff and volunteers	X	
Demonstrable record of operational delivery of strategic plans	X	
Working with young people in a residential/community setting		X
Change management and project delivery		X
Experience of developing and operating systems and procedures		X
Experience of commercial oversight of an organisation including fundraising and opportunities to increase income		X
Professional Knowledge and Skills		
Evidence of delivering training and providing development opportunities for others	X	
Ability to manage a varied and complex workload as well as delivering to timescale	X	
Excellent verbal and written communication skills	X	
Excellent planning and organisation skills	X	
An understanding of Catholic Youth Work and Youth Ministry, including at a national level		X
A demonstrable understanding of health and safety and safeguarding requirements when working with young people		X
Strong IT skills		X
Evidence of continuing professional development	X	

Personal Attributes		
A committed practising Catholic who is committed to youth evangelisation and creating opportunities for encounter, discipleship and missionary discipleship	X	
Ability to command credibility and respect from others	X	
Emotional resilience	X	
Ability to self-evaluate and reflect	X	
Ability to adapt to changing circumstances and new ideas	X	
Attention to detail	X	
Integrity and commitment to good governance	X	
Committed to the Diocesan Values and willingness to promote equality of opportunity and diversity	X	
Ability to work flexibly, to include evening and weekends as required	X	

You must have a full Driving Licence, access to a car and be able to travel independently within the Diocese and sometimes the UK.

This role is subject to an Enhanced DBS check.

Pay and Conditions

Salary

Competitive – depending on experience and a workplace pension scheme where we match up to maximum of 7.5% of your salary

Contract

Permanent – subject to a satisfactory probationary period

Hours of work: Full-time

Location

Emmaus Village, Pemberton Road, Allensford, Consett, Co. Durham DH8 9BA

Benefits

Holidays: 30 days holiday per year plus statutory holidays

Free on-site parking

Employee Assistance Programme as part of the pension scheme

Accommodation on site may be available

Application Process

To apply, please send:

- A letter of application saying why you want to work with us and what you'd bring to the role, with examples of how your skills and experience would enable you to fulfil your duties and responsibilities.
- A CV, including the names of two people we may approach for professional references and the name and contact details of your Parish Priest who can provide a faith reference.

Please send these by email to human.resources@diocesehn.org.uk

Deadline for applications: **25 April 2025 at 12 noon**

If you would like to discuss the role, please contact Fr Marc Lyden-Smith, Chair of the Youth Ministry Trust by email marc.lydensmith@diocesehn.org.uk

For further information about:

- The Diocese of Hexham and Newcastle - visit www.diocesehn.org.uk
- The Youth Ministry Trust visit - www.ymt.org

Interviews will be held on Thursday 8 May 2025.

This appointment will be subject to:

- Two satisfactory professional references and a faith reference
- Evidence of the right to work in the UK
- Completion of mandatory safeguarding training

Safeguarding

The Youth Ministry Trust and the Diocese of Hexham and Newcastle are committed to safeguarding all children and vulnerable groups at risk within its community. All employees are expected to contribute to the creation of a safe environment, challenge inappropriate behaviours and report concerns in line with procedures. In fulfilling the duties of this role, the post holder may come into contact with children or vulnerable adults. Therefore, they must adhere to safeguarding policies and procedures.

Data Protection

We will not hold the information you give us for longer than necessary.

