

# **We are Hiring**

## **Retreat Facilitator**

### **Youth Ministry Trust**

#### **Job Description**

Join our team! The Youth Ministry Trust is seeking a passionate Retreat Facilitator to lead inspiring retreats, support the spiritual life of our community, and help young people encounter Christ at the Emmaus Youth Village.



# YOUTH MINISTRY TRUST

## Retreat Facilitator

Candidate Pack

### Youth Ministry Trust Mission Statement

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

### About the Youth Ministry Trust

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.

In 2010, the Emmaus Village was opened and remains a flagship for youth ministry across England and Wales. This residential centre allows YMT to offer a 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 100 people, and is situated in 20 acres of the picturesque Derwent Valley. Owned by the Diocese of Hexham and Newcastle and managed by the YMT Charity, the Emmaus Village is located in Allensford, Consett.

### Job Description:

**Organisation:** Youth Ministry Trust (YMT)

**Location:** Emmaus Youth Village, Consett, County Durham

**Salary:** £13 per hour (£25,350 per annum), live-in role with £1,000 deduction annually for board and lodging

**Contract Type:** Full-time

**Working Hours:** 37.5 hours per week, including flexible evenings and weekends

**DBS Requirement:** Enhanced DBS Check required

## **Role Purpose:**

The Retreat Facilitator will plan, deliver, and evaluate retreats and programmes, playing a crucial role in the evangelisation and spiritual formation of young people. As part of the YMT community at Emmaus Youth Village, they will actively contribute to developing the spiritual and community life of the team, including participation in team socials and communal prayer. Additionally, the facilitator will oversee weekend ministry and non-ministry groups, ensuring a positive, welcoming, and spiritually enriching experience for all guests.

## **Key Responsibilities:**

### **Retreat and Programme Delivery:**

- Plan, deliver, and evaluate dynamic and engaging retreat programmes at Emmaus Youth Village, diocesan schools, parishes, and other locations.
- Work collaboratively with the Retreat Coordinator and the Retreat Development and Outreach Coordinator.
- Lead prayer, worship, and spiritual reflections tailored to the needs of young participants.
- Ensure retreats effectively communicate Catholic teachings and inspire faith.

### **Community and Spiritual Life:**

- Actively participate in and contribute to the spiritual and social life of the YMT community.
- Engage in team prayer, spiritual formation, and community-building activities.
- Foster a welcoming, inclusive, and supportive community atmosphere.

### **Weekend and Group Management:**

- Provide pastoral care, oversight, and hospitality for weekend ministry and non-ministry groups.
- Act as the main point of contact and "on-call" person during residential weekends.
- Ensure a high standard of safety, care, and hospitality for all visitors.

### **Promotion and Outreach:**

- Assist in promoting retreats, outreach, youth ministry events, and the Youth Ministry Internship Programme.
- Maintain positive relationships with schools, parishes, and diocesan groups.

## Person Specification:

### Essential:

- Enthusiastic commitment to evangelisation and mission within the Catholic Church.
- Experience in youth ministry, retreats, or equivalent pastoral activities.
- Strong interpersonal and communication skills, able to inspire and engage young people.
- Commitment to collaborative teamwork and community life.
- Flexibility, creativity, initiative, and resilience.
- Willingness to work flexible hours including evenings and weekends.
- Sympathy with the aims and ethos of the Diocese of Hexham and Newcastle.
- Enhanced DBS clearance.

### Desirable:

- Qualifications or experience in Theology, Youth Ministry, or related fields.
- Experience in leading prayer, worship, or music ministry.
- Full driving licence.

### Benefits:

- Accommodation provided on-site within a vibrant faith-based community.
- Opportunities for personal spiritual growth and professional development.
- Being part of a dedicated team committed to the mission and evangelisation of young people.

## Pay and Conditions

Contract: Permanent (following satisfactory probation)

Pension: Workplace pension scheme available

Holiday: 25 days annual leave (pro rata to 106 hours including statutory holidays)

Other Benefits: Free on-site parking; Employee Assistance Programme linked to the pension scheme

## Application Process

To apply, please send:

- A current CV, including the names of two professional referees
- A letter of application detailing why you would like to work with us and how your skills and experience meet the requirements of the role

Please send your application by email to:  
[Internship@ymt.org](mailto:Internship@ymt.org)

Deadline for applications: 29<sup>th</sup> August 2025

If you would like to discuss the role, please contact : [phillip.salkeld@ymt.org](mailto:phillip.salkeld@ymt.org)

### **Additional Information**

This appointment will be subject to:

- Two satisfactory professional references
- An Enhanced DBS check
- 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**

All personal information will be processed in accordance with the UK General Data Protection Regulation (UK GDPR) and only retained for as long as necessary.