

Quakers in
Britain



Application Pack

Youth, Children and Families Development
Worker – Central England & Leicester





Kirsty Philbrick

Team Leader: Children & youth development work

This is an exciting time to join us and make a real impact.

At Quakers in Britain we are working to bring Quaker values of peace and sustainability to the world, and support the Quaker community.

We're excited to be expanding our team of children's and youth development workers to work with Quakers around Central England and Leicester to grow opportunities for children, young people and families.

We hope the information in this pack will fire your interest. Quakers are inspired by faith to work for a just, peaceful, and sustainable world. Our staff team share those values and support that work as we seek to increase our impact.

You will find in this application pack background information about the Quakers, salary and benefits of working for us along with the job description/ person specification for the post.

If you want to join our friendly, collaborative team we look forward to receiving your application.

Regards,

Kirsty Philbrick

Team Leader: Children & youth development work

If you would like an informal chat about the role before applying please email Kirsty at kirstyp@quaker.org.uk



About Quakers

The Religious Society of Friends (Quakers) is a radical faith group with its roots in Christianity. It emerged in the mid-17th century as a group with no separate priesthood, and with a form of worship based in silence.

Quakers have been committed to peace, equality, simplicity and integrity throughout history, and are known for work to bring about social change over the years, such as on the abolition of the slave trade, the relief of suffering in wartime, improving living conditions for factory workers and the introduction of same-sex marriage.

You can read more about the story of Quakers at www.quaker.org.uk/faith.

About Quakers in Britain

We are the charity that works with and on behalf of all Quakers in Britain. Our staff and committees provide support and events for around 18,000 Quakers, who worship in 456 local meetings across Britain.

Supporting Quaker communities is a key part of what we do. We have staff working within reach of every Quaker meeting in Britain. They work closely with local Quakers to identify their spiritual and practical needs and help them become stronger and more connected. We are on hand to help Quaker communities thrive.

We organise Yearly Meeting, the annual assembly of the Quaker church in Britain. It's when Quakers gather in worship to connect, explore current concerns and discern the way ahead. This Spirit-led decision-making guides our work.

Quakers are inspired by faith to build a better world. We take forward this work for peace and social justice and raise public awareness of Quaker faith and values.

We are a registered charity with an annual turnover of around £10m. Responsibility for the charity lies with the fifteen trustees of Quakers in Britain, appointed from among the Quaker community.

The work of Quakers in Britain is carried out through six departments:

- **Quaker Life** supports Quaker communities in their life and worship, oversees Quaker outreach, provides training and organises events for children and young.
- **Quaker Peace & Social Witness** runs programmes supporting peace, economic justice, sustainability and criminal justice, through campaigning, training, placements, community empowerment and by supporting Quakers in local activity.
- **Quaker Church Affairs** manages the governance, events, and the shared identity and discernment of Quakers. It is underpinned by work on equity and justice in these structures.
- **Quaker Communications & Fundraising** promotes public awareness of Quakerism, provides advocacy, media, web and publications services to the organisation, and oversees fundraising from Quakers, Quaker meetings and Trusts.
- **Quaker Finance & Property** oversees the budget and finances of BYM, the work of our commercial trading subsidiary and our ethical investment portfolio and properties.
- **Quiet Company** is our wholly-owned trading subsidiary. It operates Friends House as a major conference venue and runs the building facilities. It also runs our Yorkshire office and Swarthmoor Hall, the historic home of Quakerism located in Cumbria. Each year, the Company gift-aids any profits or surplus to the charity to support and enable Quaker work www.quietcompany.co.uk.

You can read more about the governance structures of the Quaker organisation in Britain here www.quaker.org.uk/structure.

You can download our Trustees annual report and financial statements here: www.quaker.org.uk/annualreport.

Our values



Our Values

Quakers live by core values that flow from our faith. They are central to our relationships with other people and with the earth:

Peace

Quakers are best known for their deep commitment to peace. But we don't simply oppose war. We tackle the root causes of violence and challenge the systems that lead to war.

Equality and justice

Quakers believe everyone is equal. This leads us to challenge injustice and work with people who suffer injustice. We oppose all forms of discrimination and champion diversity.

Truth and integrity

Quakers strive to speak the truth with love. Treating others as we would want to be treated means being both honest and respectful in our words and actions.

Simplicity and sustainability

Quakers try to live simply and focus on the things that really matter: the people around us and the natural world. We call for a sustainable way of life that puts people and planet first.

The process of living out our faith is often called Quaker Witness – you can find out more about Quaker work by listening to our podcast: www.quaker.org.uk/podcast.



Working for Quakers in Britain



Quakers in Britain is a national charity employing 150 people. Our staff work remotely and from offices in London, Leeds and Cumbria. Its purpose is to work for, with and on behalf of Quakers across Britain.

About our organisation

Quakers is the name most commonly used for the Religious Society of Friends. Although we have our roots in Christianity, we also find meaning and value in the teachings and insights of other faiths and traditions.

In Britain there are about 18,000 Quakers. We have 456 local Quaker Meetings, grouped into 72 'area meeting' charities. All these charities are affiliated to Britain Yearly Meeting.

Quakers in Britain is a charity, formally known as 'Britain Yearly Meeting of the Religious Society of Friends'. The trustees are appointed by and accountable to British Quakers; and because this work is done for and on behalf of Quakers from the whole of Britain, the work we do is known as 'centrally managed work'.

A Quaker workplace

We aim for our workplace to be consistent with Quaker values - broadly the same as most well-run progressive organisations. For example:

- We expect staff to respect each person regardless of age, race, religion, gender, transgender status, sex, sexual orientation, disability, marital or civil partnership status
- We work to avoid unjustifiable and unlawful discrimination in our employment practices
- We strive to follow good employment practice, with clear and supportive line management
- We have a 1:4 ratio between the lowest and highest salaries
- We aim to be open and honest in all our work
- We avoid titles such as 'Mrs.' or 'Mr'

- Very few jobs with BYM are restricted to Quakers, although about 1/3 of the staff are Quakers or linked to Quakers in some way.

The Quaker way of life

The Quaker way is based on silent worship, as a way to help people connect directly to God. Quakerism began in Britain in the 17th Century. Its roots are in radical Christianity, although today not all Quakers call themselves Christian.

Quakers share a way of life rather than a set of beliefs. We seek to experience God directly, within ourselves and in our relationships with others and the world around us.

Quakers are ordinary people, who try to live their values they can. This leads many Quakers to work for a better world.

Values that are important to us include truth and integrity; simplicity; equality; peace; and sustainability.

You do not need to be a Quaker to worship with us at one of our meetings.

You can find out more:

- From our website: www.quaker.org.uk.
- By reading Advice and queries which is an introduction to Quaker belief. Read it online at <http://qfp.quaker.org.uk>.
- By visiting the Quaker Centre at Friends House, which has leaflets and books, and volunteers who can answer questions.
- Or by requesting a free information pack from www.quaker.org.uk/more-information.

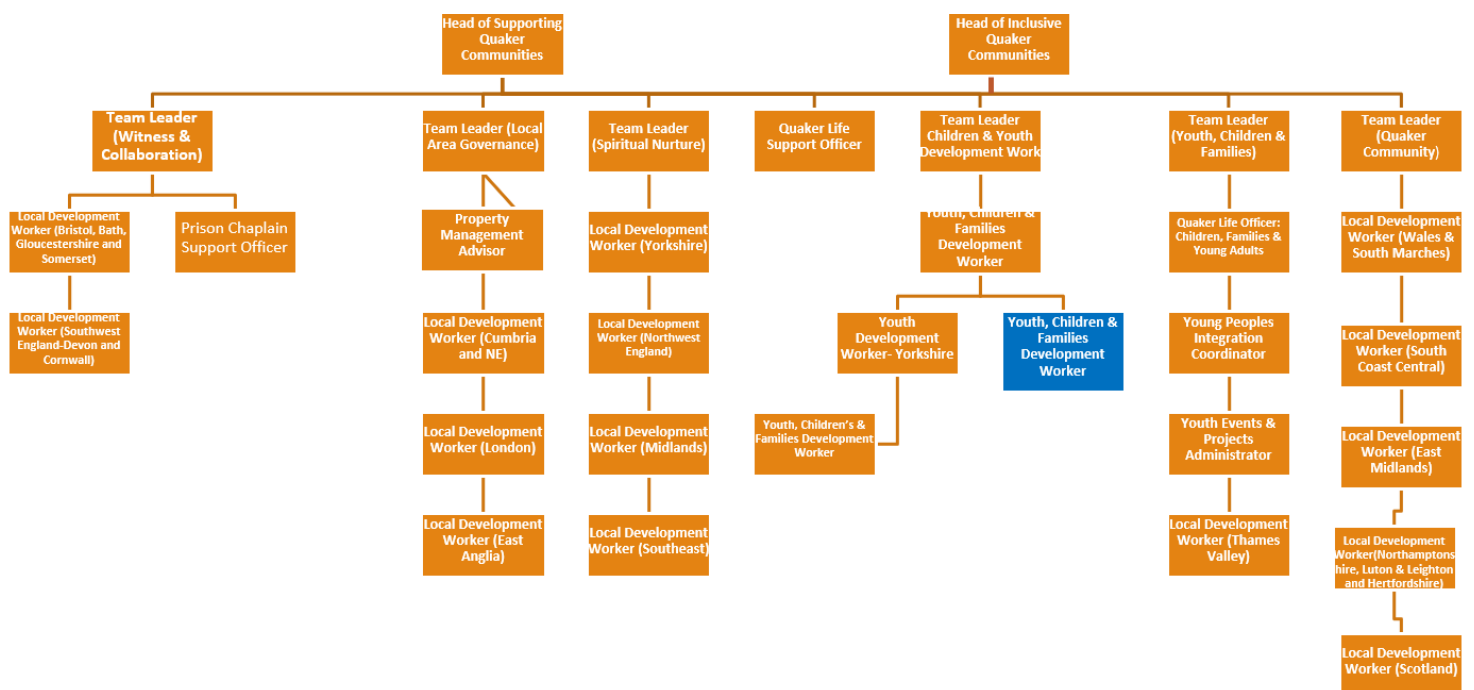
About the team



Quaker Life

Children's and Youth Development Work team

The Children's and Youth Development Work team is part of Quaker Life. The objectives of the department are to support Quaker communities to grow and thrive.





Job Purpose

To work with Quaker communities in a geographical area; supporting them to develop so children and young people have an equal place of belonging and engagement in Quaker communities that are loving, inclusive and all-age.

YCFDWs collaborate with local Quakers to proliferate opportunities for children and young people. How this support is offered is flexible, responding to the needs and opportunities in each area. It will include a mixture of supporting existing initiatives and developing new ones (e.g. all age community building, regular youth groups etc). YCFDWs will also offer opportunities for community development and learning to facilitate culture to change to more readily welcome younger people. All aspects of the work will be embedded in Quaker faith and practice, guided by the aspirations of *Our faith in the future* and underpinned by the strategic priorities of Britain Yearly Meeting and Woodbrooke.

The aspirations of *Our faith in the future* are:

- Meeting for worship is the bedrock of living as a Quaker
- Quaker communities are loving, inclusive and all-age
- All Friends understand and live by Quaker discipline
- Quaker values are active in the world
- Quakers work collaboratively
- Quakers are well known and widely understood

1. Key Accountabilities & Main Tasks:

1.1. Develop understanding of the needs and agendas of local Quaker communities in order to respond creatively to increase provision for children, young people and all age welcome

- Build trusting relationships with individuals and Quaker communities.
- Explore, and seek to understand, presenting, and underlying, needs and aspirations of local Quaker communities of different ages.
- Work with local Quakers to innovate and create new opportunities for children, young people and families.
- Facilitate groups to explore wide-ranging topics, and leadings and support them to coalesce on actions (e.g. in relation to community building, spiritual nurture, property, role-holding, developing concerns, conflict, witness etc.).
- Signpost local Quakers to other support, and opportunities including from QiB, Woodbrooke and other organisations.
- Develop and deliver work plans based on local consultation and discussions, agreed with the team leader.

Increase the number of children, young people and families accessing Quaker provision.

- Find ways to communicate with children, young people and families in the region and to network them with each other
- Support and skill up meetings to welcome people of all ages.
- to Identify barriers children, young people and families may find in joining Quaker communities and work with Quakers to reduce these..
- Encourage and support children, young people and families to participate in local, national and regional Quaker events.

Increase opportunities for children, young people and families in the region.



- Work with Quaker communities and adult Quakers, to develop new opportunities for different and mixed age groups in Quaker contexts.
- Encourage Quaker communities to experiment and develop; responding creatively to children, young people and families' interests (for example: arts, sports, environment and social action)
- Build succession planning into the work, aiming to for initiatives to be led by local Quakers where possible.

Enable intergenerational work and youth participation

- Work in partnership to offer activities aimed at building and strengthening all age Quaker communities.
- Provide training and support to equip Quakers to engage with and open opportunities to children, young people and families.
- Advocate for Quaker children, young people and families and support them to have a voice, participate and be involved in decision making more..

Support young Quakers to engage with national opportunities

- Signpost & aid engagement at national events
- Occasionally support national youth, children and families team to offer opportunities for young Quakers (E.g. yearly meeting events/workshops).

Monitor and evaluate the impact of the work

- Collect and evaluate data
- Report to regional support group and other Quaker bodies as necessary.

2. Intellectual Demands

- Understanding of children and youth work and community development, within a faith based context.
- Plan and deliver events and activities for children, young people and families including logistical arrangements, administrative tasks and safeguarding.
- Recruit, train and manage volunteers; and support others to do this well.
- Devise and offer robust and creative programmes of youth, children and family work and participation, in consultation with other QIB staff and stakeholders.

3. Judgments

- Work independently and using own initiative.
- Work towards Our Faith in the Future strategy.
- Part of Quaker Life team and line management structure.
- Able to work in loco parentis for children and young people on events (responsible during the day and on call overnight).
- Responsible for managing safeguarding and pastoral needs at events according to QIB policy and good practice.
- Aware and sensitive to neurodiversity and additional needs.
- Committed to inclusive practices.
- Will require emotional resilience and presence when conflicting opinions or complex situations arise.
- Follow Quakers in Britain policies and procedures.
- Manage event budgets.



5. Communications

- Approximately 20% work contact time will be with other QiB employees, and 80% working with people regionally.
- Proactive in written and verbal communication with all stakeholders using in person, telephone, email and video conferencing,

6. Physical Demands & Co-ordination

- The post holder will expected to carry out work from home, with a regular working day in the Priory Rooms, Birmingham.
- The post holder will be required to travel and work across the region for work.
- The roleholder will be required to move equipment such as resources and laptops between locations and when working on events.

6.1 Work base, travel and hours

The role will be working from home, with regular travel across the region for work and regularly travelling across the region for work and a regular working day (atleast fortnightly) in Area Meeting Office in Birmingham (40 Bull St, B4 6AF).

Some travel for overnight stays outside the region for training, department and national events at locations across Britain. QiB prioritises the use of public transport as part of its commitment to sustainability.

Reasonable travel costs from the office base will be paid in line with QiB policies and procedures.

28 hours work per week, with flexible working, including 1-2 evenings/week and 1-2 weekends/month. Wednesday is a core working day for Quaker Life team meetings.

There is a time off-in lieu (TOIL) system for managing hours and flexible working. This post is funded initially for 3 years. Due to employment law, and it is considered a permanent post. Funding might allow the post to be continued.

7. Other Responsibilities:

- To undertake duties and responsibilities commensurate with the post
- Responsible for ensuring that QiB's Safeguarding Policy is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Equal Opportunities Policy is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Health & Safety Policy is adhered to at all times
- Responsible for ensuring that QiB's commitment to sustainability is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Staff handbook is adhered to at all times.
- A commitment to championing equity, diversity and inclusion in our workplace community

8. Safeguarding Requirements

- An Enhanced DBS with Regulated Activity (Children's Barred List)
- A social media/online presence check
- Completion of mandatory training modules on safeguarding adults and children.



PERSON SPECIFICATION

Essential Knowledge

- Knowledge of and sympathy with Quaker values.
- Knowledge of Quaker beliefs and practices, including Quaker decision making, culture and structures.
- Knowledge of how to respond to and manage pastoral needs, safeguarding issues and particular and additional needs.
- A good understanding of equity, diversity and inclusion in the workplace

Essential Qualifications

- Educated to degree level or equivalent experience.

Essential Experience

- Experienced in working with children, young people and families
- Experience of working with, training, managing and developing volunteers.

Essential Skills

- Organised, with the ability to plan effectively, deliver, monitor and evaluate projects and programmes for children, young people and families.
- Well- developed IT skills
- Good administrative skills with the ability to produce promotional material, reports and collect evaluation data.

Essential Abilities

- Ability to think and plan ahead, work independently and as part of a dispersed team.
- Ability to build effective relationships and communicate effectively with children, young people and families, colleagues and stakeholders.
- Ability to operate within professional boundaries, promoting the Society's image and values, confidently

applying knowledge, skills and spiritual values when developing and maintaining relationships with children, young people and families and the wider community.

Desirables

- Degree in Youth Work, Community Work/Education or similar.
- Experience of working in a Quaker context or other faith based contexts.
- Experience in community development; initiating, building, delivering and evaluating community projects.
- Experienced in delivering events.
- Experience in using social media platforms.

Salary & benefits



Salary

£29,473 per annum (£36,842 pro rata 0.8FTE)

Location

Based at home with work across the region as needed, and a regular working day (at least fortnightly) in Area Meeting Office in Birmingham (40 Bull St, B4 6AF).

Hours of work

28 hours per week. Hours can be worked flexibly by agreement.

DBS Check

Due to the nature of this work an Enhanced DBS with barred list check and Social Media Presence Check will be required. This will be completed as part of our pre-employment checks with the successful candidate.

Flexible working options

We are open to requests for flexible working patterns such as working from home or compressed working patterns.

Holiday

27 days a year plus bank holidays and three days for Christmas closure – **pro rata**.

Subsidised café

We have an on-site café which provides subsidised meals as well as a bookshop selling ethically sourced goods.

Cycle to work scheme

This scheme helps spread the cost of a work bike and/or accessories over monthly tax-free instalments.

Annual Season Ticket Loan

We will provide with a loan of up to £7,500 to cover the cost of your season ticket repayable in 11 monthly instalments.

Sabbatical scheme

Staff are able to take a nine-month unpaid sabbatical after five years' continuous service.

Pension Scheme

Quakers have a generous pension scheme where we contribute 8% of your salary and

you contribute 3% of your salary. You have the option to increase your contributions should you wish and to pay your contributions via salary sacrifice.

Sick pay scheme

We have a very generous sick pay scheme:

If you have less than 12 months service, you are entitled to full sick pay for 3 weeks followed by three weeks at half pay.

After 1 years' service, you are entitled to full sick pay for 3 months followed by 3 months at half pay, subject to a maximum of six months since the start of your service.

After 4 years' service you are entitled to full sick pay for six months followed by six months at half pay, subject to a maximum of 12 months.

Private Health Insurance

If you are off work due to sickness for more than 52 continuous weeks you will be eligible, subject to requirements of the scheme, to sick pay.

Employee Assistance

Quakers offers access to an independent, confidential employee assistance programme, which is available 24 hours a day.

Family Friendly Policies

Our family friendly policies give enhanced maternity and adoption leave. All staff with more than 26 weeks service will receive 16 weeks full pay, followed by 18 weeks half pay and 5 weeks SMP consecutively. Parents expecting multiple births will receive an additional two weeks of parental leave. Staff undergoing recognised fertility treatment will receive 10 days paid leave to attend their appointments and up to 5 days paid leave for staff who wish to accompany their partner to appointments who are receiving recognised fertility treatment in any 12-month period.

Funding

Friends in the region have discerned to embark on this work and it is funded by Central England and Leicester Area Meetings, for 3 years initially.

How to apply



Quakers have a faith commitment to equality and encourage and welcome applications for posts from people of all identities and backgrounds. As a result of our recruitment practices, individuals will be selected only based on their relevant skills, experience, qualifications and abilities. We work hard to ensure that a candidate's age, belief, disability, ethnicity, gender, gender reassignment, marital status, nationality, neurodivergence, race, religion, sex, sexual orientation or social class will not be a barrier to working for Quakers in Britain. As a Quaker organisation we expect all applicants and employees to uphold our values.

We aim to operate an equitable and user-friendly application process for all candidates. If you need any reasonable adjustments during the application process, please contact our People Team.

Quakers in Britain is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share and uphold this commitment. Our recruitment and selection process reflects our commitment to safeguarding, and the suitability of all candidates will be assessed

during recruitment in line with our Safer Recruitment guidelines. Successful candidates will be subject to pre-employment checks in line with these guidelines.

The successful candidate will be required to undergo Safer Recruitment pre-employment checks, including:

- Right to work check
- References, including your current line manager
- DBS check/international police check (where necessary if you have lived overseas), social media presence check

Apply online at www.quaker.org.uk/jobs.

The closing date for applications is:

8am on Monday 21 September 2026

We will consider your application immediately after the closing date and get in touch with you as soon as possible.

Interviews will be conducted by Kirsty, Jude & Rae in Birmingham on 2 October 2026

