

## **Nailsworth Quaker Meeting Role Description**

### **Member of Children and Young People's Committee**

How many:	Between four and five people, including where possible a representative from elders and overseers / pastoral friends.
What they do:	<p>Promote the inclusion of children and young people in the life of the Nailsworth Quaker Community</p> <p>Take an overview of the needs of the children and young people in relation to the whole meeting</p> <p>Consider how to communicate Quaker ways to C&amp;YP meetings</p> <p>Reflect at least annually on the health of the C&amp;YP meetings and inform Friends through MfWfB</p> <p>Regularly review the Nailsworth Quaker Meeting Children's Meeting leaflet / form and take to MfWfB for agreement of updates</p> <p>Ensure that there is a weekly children's meeting, with the exception of the month of August</p> <p>Ensure that there is also an older children's meeting on the second Sunday of the month</p> <p>Arrange other activities for children outside meeting times as appropriate</p> <p>Ensure that there is a sufficient number of appointed volunteer helpers to enable at least two Friends to be present at each children and young people's event</p> <p>Draw up and maintain a rota of appointed helpers</p> <p>Implement the Area Meeting guidance on the induction of new volunteer helpers and ongoing training</p> <p>Implement the Area Meeting guidance on the safety of children during Quaker events</p> <p>Support volunteer helpers including the planning and resourcing children and young people's meetings</p> <p>Ensure helpers keep a register of the children and young people and volunteer helpers that attend each meeting plus a brief written record of their activities</p> <p>Keep securely all records related to children and young people</p> <p>Maintain and update resources for the children</p> <p>Maintain and update resource material for the helpers</p>
When they do it:	Regular meetings – currently 2 monthly
Why they do it:	To support the community in actively considering the experience of children and young people and the needs of families with children.
Resources:	<p>Possible training and resources are described in the AM Safeguarding Policy and Guidance and the AM Preparing to have Children and Young People's Meetings.</p> <p>Courses at Woodbrooke and through CCPAS</p>

Budget: Annual Budget to meet cost of materials and activities

Liaison with:

- Area Meeting Children and Young people's Work Advocate
- Area Meeting Safeguarding Coordinator
- LM DBS Applicant Manager, LM Nominations Committee
- LM Clerk, Elders, Overseers / Pastoral Friends, Treasurers

Appointed by: Nailsworth Quaker Meeting

Expanded description see:

- Gloucestershire Area Meeting Safeguarding Policy and Guidance 2017  
[glosquakers.org](http://glosquakers.org)
- Gloucestershire Area Quaker Meeting: Preparing to have Children and Young People's Meetings and events and "Job Description" for Children and Young People's (C&YP) helpers [glosquakers.org](http://glosquakers.org)
- Nailsworth Quaker Meeting Children's Meeting Leaflet / Form