

North East – Brierley | Hemsworth | Monk Bretton | Ryhill | Staincross

South – Hoyland & Birdwell | Darfield Wesley | Great Houghton | Pilley | Wombwell

North West - Buckley | Dodworth | Emmanuel | Higham | Kexborough

Volunteering Outline - Role Description

Volunteer Role Title: Church Holiday Club Helper & Kitchen Assistant

Location: Barnsley Methodist Circuit

Responsible to & supported by: Ministers, Lay Workers, & Church & Chapel representatives

What is Church Holiday Club?

A Church Holiday Club is run by the church during the school holidays, designed to provide fun activities and a chance for children in the local community to learn about Christianity through games, stories, crafts, and other engaging methods. It is often acting as an outreach opportunity to connect with families outside the church congregation; essentially, it's a way for churches to engage with children during holiday periods using a playful and accessible format to introduce them to Christian teachings

A Church Holiday Club volunteer supports the Leader/s to provide an opportunity for friendship, fellowship, worship, a first encounter with God, spiritual nurture and growth, for those who are outside and inside the church; and with a particular focus on children and young people. This is a supportive role, & is valued by children, their families, the chapel & the local community.

The Helper is responsible for supporting the Leader, guiding children and young people through activities and ensuring the Church Holiday Club experience is fun, engaging and motivational for all, in sharing the Christian message. The Kitchen Assistant helps with refreshments & generally based in the kitchen, however, is encouraged to engage with the families & activities.

Skills Required

- An ability to speak/communicate clearly with all participating at the Church Holiday Club, using the pre-prepared resources
- Organise a range of creative activities, source materials and present clear instructions for volunteers to follow
- Ability to motivate and inspire children, young people and their families
- Ability to speak/communicate clearly
- Work as a team
- Caring, understanding, listening & non-judgemental attitude toward the other leaders & helpers, as well as the children and families who attend
- Encouraging & nurturing attitude towards all involved

The role of a Holiday Club Helper & Kitchen Assistant

- Be part of a rota with leaders & other helpers
- Help set up with leaders & other helpers – tables, chairs, activities, refreshments etc.
- Help deliver activities, instructions and materials presented at the Church Holiday Club session
- Help, guide & encourage children & young people to the activities
- Help on the 'tea table' where cakes, biscuits & refreshments are available, as needed

- Help or support a small, informal act of worship, at the close of the session, with children and young people, summarising and celebrating the contributions made during the Church Holiday Club event and offering encouragement
- Help clear up with others at the end of the session, ensuring all materials are returned to their location & the room is left clean & tidy

Time / Commitment Required

- Ad hoc gatherings of Church Holiday Clubs
- Occasional group meetings to prepare for the club

What requirements are needed to fulfil the role of a Church Holiday Club Leader?

- As a minimum - Completion of the Foundation module: Creating Safer Space: Safeguarding Children, Young People and Vulnerable Adults Course which takes approx. 2-3 hours (every 4 years) & passing on any observed or communicated concerns or worries relating to any person attending the Holiday Club to the Holiday Club Leader, Safeguarding officer and / or minister.
- A satisfactory Enhanced Disclosure from the Disclosure Barring Service (DBS) (every 5 years) – volunteers will be asked to provide all relevant documents for these checks. There is no cost to the volunteer for this check.
- Recommended but not compulsory - completion of the EDI (Equality, Diversity & Inclusion) Training Course.
- Recommended but not compulsory - completion of the Unconscious Bias training.
- Recommended but not compulsory - First Aid certificate (every 3 years).

This role outline was approved by Barnsley Circuit Meeting on 17th September 2026 and will be reviewed annually.

Please refer to the Circuit website for contact details of all chapel Leadership Teams, Church Council members, Circuit Meeting representatives & Circuit Leadership Team members.