

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: Toddler Group Leader

Location: Barnsley Methodist Circuit

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

What is Toddler Group & Toddler Group Leader?

Toddler groups help to provide an opportunity for parents/carers and their young children to spend time together, & in the company of others. Children are offered activities that help them to socialize with others, & parents/carers have the opportunity to meet other people & support each other.

Skills Required

- A helpful and friendly disposition
- An ability to work as part of a team
- Good interpersonal skills both with adults and children
- Have a flexible attitude to working with others
- Awareness of health & safety issues in relation to setting up equipment & toys eg: protective mats & an ability to assess risk
- An ability to coordinate and organise other volunteers within the group

Time / Commitment Required

- 3-5 hours each week (includes shopping, preparation, set up, the 2 hour group & clearing away afterwards)

The role of a Toddler Group Leader

- Open up and greet other leaders and volunteers
- Greet parents / carers & their children on entry to the group
- Mix & chat with parents / carers & the children during the session
- Deal with any issues that may arise
- Help with registration and collection of money (if required)
- Involve themselves in the activities eg: song time, crafts, parachute games etc.
- Help tidy away toys during 'Tidy Up Time' & oversee their safe storage

What requirements are needed to fulfil the role of being a Toddler Group 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 chapel to the Worship Steward, Safeguarding officer and / or minister. However, the Advanced module is preferred, but not essential at the moment.

- 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.