

An Overview

We have the following job opportunities arising at St. John's in late Autumn and would love to hear from anyone interesting in applying.

1. A 9-12 month, fixed term contract covering maternity leave for our church administrator.
2. A year's contract for a Facilities Manager post.
3. A cleaning post for four hours per week to clean the church building.
4. A team of "meet and greet" volunteers to cover some shifts during weekdays.

Further Details

1. Maternity Cover for our Church Administrator

This post is for 30 hours a week, normally Monday to Friday 9am - 3pm, based in the vestry office. Hours are negotiable and a job share would be considered. There will be a comprehensive hand over. Excellent IT skills are essential.

For more information or an informal discussion please contact Church Warden, Lin Hann at linhann@btinternet.com

2. Facilities Manager

This post will use an annualised hours contract of 500 hours per year and can be worked flexibly as and when work is required. This post will help us inform what is required for the future.

For more information or an informal discussion please contact Church Wardens, Keith Ovenden at keith@resiliens.co.uk or Lin Hann at linhann@btinternet.com

3. Cleaning Post

This is a four hour a week post (preferably on a self-employed basis) to do low level cleaning in the church.

For more information or an informal discussion please email linhann@btinternet.com

4. Meet and Greet Volunteers

We are looking for a team of volunteers with innovative ideas who might be available for some weekday shifts to plan how this might all work and develop what we already offer. There will be a series of drop-in sessions in early September to answer questions and make plans before you commit to this.

For more information, please contact Keith Ovenden at keith@resiliens.co.uk or Lin Hann at linhann@btinternet.com