

Church Administrator

As we enter an exciting new phase of our church life and mission, we are seeking a dynamic and efficient administrator to help us fulfil our calling and mission in the local area and beyond.

Salary: £25-£30,000 FTE

Hours: 24 per week (0.6 FTE)

Closing date: 20th May

Interviews: Week beginning 6th June

We are seeking a godly Christian with:

- A heart for the mission of St Peter's and Grace Church
- Excellent organisation and communication skills
- Experience of problem solving and initiative taking

For full Job Description and further information about how to apply: www.gracech.org.uk/jobs

There is an occupational requirement that the post holder be a practicing Christian.