



THE CHURCH
OF ENGLAND

Christ being at the centre of each of our lives
We will together through prayer
Shine as a light to our parish and beyond



THE MARLBROOK
TEAM MINISTRY

ASCENSION CHURCH BATH

needs a new

CHURCH ADMINISTRATOR

12.5 hours pw, mostly term time

£10.50 per hour, with 3 weeks annual paid holiday

Ascension is in an area of South-West of Bath within a busy community. It is part of a Team ministry with the neighbouring parish of Twerton, St Michael & All Angels.

We need someone committed to working with the mission of this Church and team providing a wide range of administrative support to enable the smooth running of all that happens here. A sympathetic understanding of the Christian faith is essential. You would be based in the Church Office within the main church building where people come and go a lot, but would regularly be working on your own.

The hours would be across 3 sessions in the week in state school term time, but we can be flexible as to which days work for you and us. There would be an occasional session in the school holidays by agreement.

There is the possibility of further developments to this role in due course which will be discussed with those being interviewed.

Deadline for application: 20th May 2022

Date of interviews: to suit applicants

Start Date: from 6th June 2022 or as proves possible

If you would like an Application form, Job Description and Person Specification, please email the Vicar: robert@ascensionbath.org.uk
we are very happy to discuss the details!

Ascension Church is committed to the care and safeguarding of all in our community and an enhanced DBS clearance is required to before taking up this post.

We follow Safer Recruitment procedures and the successful candidate will complete the Church of England safeguarding training modules as a condition of employment.