



**WE'RE LOOKING FOR A**

# **PARISH ADMINISTRATOR**

**“Growing Christ-centred communities that enable everyone to flourish”**

The Parish Administrator will work closely with the Team Rector (designate) in order to provide general administration to support the effective running of the emerging new parish. This appointment is the first step towards establishing a Support Services Team to serve the churches committed to becoming a single larger parish, known as Christ our Hope Liverpool. We're looking for somebody who will bring the relevant skills, experience and confidence to shape and fulfil the responsibilities of the role.

- 16 hours per week
- £12.60 per hour
- Office based with the possibility of flexible working, including some home based hours
- More information and the job pack are available to download from [westderbyfitformission.co.uk](http://westderbyfitformission.co.uk) or [liverpool.anglican.org/vacancies](http://liverpool.anglican.org/vacancies)

For an informal chat please contact Darran on [darran.draper@liverpool.anglican.org](mailto:darran.draper@liverpool.anglican.org)  
07354943960 or 0151 705 2130

