

JOIN US!



Hinckley Methodist Circuit **Circuit Administrator & Finance Officer**

Closing date for applications 28 May 2025

Interview Date: 5 June 2025 • Start Date: 8 July 2025

PERMANENT CONTRACT

Part Time 16 hours per week)

Salary £11,814

We are seeking to appoint an enthusiastic and efficient person who can communicate effectively with others and work within the strategic direction of the circuit as shaped by the Circuit Leadership Team in line with Methodist Disciplines.

The appointment requires an advanced DBS Disclosure. The successful candidate will provide administrative and financial support across the circuit and they will be based at the circuit office which is currently at Earl Shilton.

*For further details and an application pack please contact
Chris Bacon at the circuit office:*

e mail: office@hinckleymethodistcircuit.org.uk

Telephone: 01455 851930

The **Methodist** Church