

JOIN US!



Hinckley Methodist Circuit Circuit Administrator & Finance Officer

SEPARATE ROLES CONSIDERED

Closing date for applications 28 August 2025

Interview Date: 4 September 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 in Sapcote

For further details and an application pack please contact

Sheila on sheilag39@gmail.com Tel: 07962 216219

The **Methodist** Church