

June 2018

Parish Manager, Crofton Parish

Thank you for your interest in the role of Parish Manager of Crofton Parish. This letter and the Role Description/Person Specification should provide you with all you need to decide if you might be a suitable candidate for this post and details of how to apply.

Crofton Parish, in the coastal communities of Stubbington and Hill Head, is a thriving Parish in Portsmouth Diocese. We have two churches, St Edmund's and Holy Rood, with 6 Sunday congregations and a membership of well over 500 adults and children. We have a breadth of Christian tradition across our churches, with a more liturgical approach at St Edmund's and modern, family-orientated services at Holy Rood.

We wish to appoint a Parish Manager to support us in our life together and help us live out our mission as followers of Jesus Christ. This is a new role but succeeds and builds on the excellent work of our recently-retired Parish Administrator. The Parish Manager will be a key part of our small staff team (a mix of volunteers and paid employees) who care for the life of Crofton Parish and help us live out our vision. The Parish Manager will have a particular focus on our recently-launched 2020 Vision (for more details, see our website).

The Parish Manager will be the link between our support staff (handling admin, finance, buildings and more) and our ministry team, who oversee the various groups and congregations in the Parish. They will work particularly closely with the Vicar, turning vision into action and developing structures and systems to help us continue to grow.

We are looking for someone who will enjoy being part of our brilliant team, who will help us 'raise our game' through better organisation and management and who delights in releasing others to flourish in their work.

How to Apply

You can apply for this post by sending your CV and a covering letter, explaining why you feel you might be a suitable candidate, via email to vicarspa@croftonparish.org.uk. The closing date for applications is midnight on Friday 29 June 2018. You will be informed if you have been invited for interview the following week.

Interviews will be on the afternoons of either Tuesday 17 or Wednesday 18 July 2018. If you are invited for interview and would like to have an informal visit beforehand, please let us know.

Please be assured of our prayers for you as you consider whether to apply and through the application process.

Rev Richard England
Vicar, Crofton Parish