

# VACANCY

A vacancy has arisen in the role of:

## **Fornham All Saints Parish Clerk and Responsible Financial Officer.**

We are looking for a capable, organized, IT literate, and self-motivated person to join the Parish Council team. CiLCA\* qualifications would be an advantage but not a necessity as training and support will be given to the successful candidate. The current Locum Clerk will give a full handover and mentoring.

The role is currently 8 hours per week (Plus additional hours when required) These are flexible and mostly from home other than attendance at Parish Council Meetings held monthly (Excluding August and December) in the village

Salary is subject to negotiation depending on experience in line with the National Joint Salary Scale.

**Closing Date for application is 30<sup>th</sup> November 2023**

If interested in this role please contact:

**Martin Loveridge 07784-225375** or  
[facilities@fornhamallsaintspc.org.uk](mailto:facilities@fornhamallsaintspc.org.uk)

\* Certificate in Local Council Administration