

Volunteer & Operations Support Officer Role – working in the Pewsey Area

Part-time: 24hrs per week, homeworking and flexible hours over 3 or 4 days

Actual Salary: **£25,199pa** this is pro-rata from FTE of £36,750 pro rata per annum

Offered on a 3-year Fixed Term Contract

Generous Annual Leave and Pension Offering

Are you passionate about supporting and making a difference in communities?

Are you good at bringing people together to build relationships?

Are you looking to bring values and a strong work ethic to an exciting new role?

Do you want to work from home, flexibly and part-time?

This role could be just what you're looking for!

We have a new and pioneering role working with 26 church communities in the Pewsey, Wiltshire area to help free up capacity for Christ's mission. You will be directly supporting and enabling the many volunteers who look after their churches and communities. This is a new role that, if successful, we hope to scale and replicate elsewhere in Wiltshire, Dorset and perhaps beyond.

You will have solid administrative and coordination experience, a good grasp of Microsoft applications and above all a willingness to learn and work with new technologies. Excellent communication skills are vital for this role, nurturing connections between communities and seeing where working together could be of value.

Whilst this role does not require you to be a practicing Christian, we would request you to be in support of, and be comfortable with, the aims and ethos of the Church of England.

For more information on the role and how to apply please visit:

[Volunteer & Operations Support Officer \(Pewsey\)](#)

We look forward to hearing from you!