

Trinity Cheltenham are seeking a passionate and experienced Administrator with a heart for Kids and serving the church.

## **The Role**

The successful candidate will be responsible for supporting the Kids Ministry at Trinity Cheltenham in various administration tasks. They will have a passion for kids and clear gift of organisation, communication and administration. For full details please see the role profile.

The role available is part-time (16.5 hours) with a FTE salary of £16,477 per annum. It is likely there may be an opportunity to add to these hours with other administration responsibilities on either a temporary or permanent basis depending on the successful candidate.

## **About Us**

Trinity Cheltenham is a large and thriving church in the beautiful Spa Town of Cheltenham. Trinity is a vibrant charismatic church that has grown to well over 1000 members and pioneered many exciting areas of ministry. It is the largest church in the Diocese of Gloucester and one of the largest CofE congregations in the UK outside of London. We are committed to making followers of Jesus who change communities and nations for him. We are passionate about connecting people from all walks of life to Jesus through sharing the Word of God and ministry in the power of the Holy Spirit. Trinity is part of the New Wine network and aspires to continue to grow into all that the Lord has for us in Cheltenham, South-West England, the UK and beyond.

At Trinity, we are passionate about kids ministry and serving our local community and this role facilities exactly that.

The Kids ministry at Trinity is growing and vibrant with around 350 kids regularly attending and an average Sunday Kids Church attendance of 120. The team is 120 strong made up of volunteers from the church family. The Kids ministry run various large events throughout the year including events in partnership with Holy Trinity School.

We have just entered a new and exciting season so there has never been a more significant time to join the staff team!

## **Interested? What next...**

To apply please download a role profile and application form, submitting your application form with a covering letter to [hr@trinitycheltenham.com](mailto:hr@trinitycheltenham.com) by 12 noon on Thursday 13th July. Interviews will take place on Wednesday 19th July, we are ideally looking for candidates that can start mid to late august. If you have any questions or would like any further information please email [hr@trinitycheltenham.com](mailto:hr@trinitycheltenham.com) or call 01242 808659 and speak to Mike.