

# HOSPITALITY, PASTORAL CARE & ADMINISTRATOR AT BETHESDA METHODIST CHURCH, CHELTENHAM

Can you offer a warm welcome to people using our church? Are you interested in Eco Church and helping address climate and social justice issues? We're looking for someone to help us feed people's body, mind and soul through the continuation and development of the activities we offer at our inclusive church.

## *ARE YOU:*

- An efficient administrator? Someone who can help us manage the day-to-day life of the church building?
- Interested in helping those who need pastoral support and care in the congregation and wider community?
- Confident enough to be seen 'out and about' in the community, and be recognised as a point of contact for our church?
- Able to make people feel welcome in our church and build relationships with those who come through our door?

## *DO YOU:*

- Have experience building relationships with groups of all ages and abilities and engaging with other local initiatives?
- Have a keen interest in developing groups for exploring faith and making deeper relationships with the church?
- Have experience of using social media to promote and publicise events and activities?
- Have an understanding of Health and Safety, First Aid and Safeguarding?

## *IS THIS YOU?*

We're located about ½ a mile from Cheltenham town centre, have a mixed-age membership and aspire to be an inclusive congregation. We've long been a community that engages with the world around us through worship, arts, service, partnership and 'open table' hospitality.

## *INTERESTED?*

This is a part time post: 20 hours a week with funding for 3 years with the possibility of an extension

More information can be found at [www.gloucestershiremethodist.org.uk](http://www.gloucestershiremethodist.org.uk)

Deadline for applications is Sunday 26 June

Interviews will take place during week commencing Monday 4 July

