



Job Opportunity

Clerk and RFO to the Parish Council (part time)

A vacancy has arisen for the position of Clerk and Responsible Financial Officer to the Parish Council. A very busy and varied role, as the Proper Officer for the Parish Council you will be an integral part of local government, helping to maintain the democratic process and improve the quality of life for local residents. It is a great way to get to know and support the local community.

The post is for seven hours per week, at an hourly rate dependant on qualifications and experience based on the latest NALC pay scale LC1 points 5 - 12, currently between £9.77 and £11.22 per hour. The post commences on **1st September 2020**.

Job details and an application form can be found on the Parish Council website or by emailing the Parish Clerk. Informal enquiries to the Clerk or any of the Councillors prior to application is both encouraged and welcome.

Please return your application form by 5 p.m. on **Friday 14th August 2020**.

<http://westburysubmendip-pc.gov.uk/parish-council/>

Parish Clerk: clerk@westburysubmendip-pc.gov.uk / 870809

Councillors:

Sue Isherwood (Chair)

Ros Wyke (Deputy Chair)

Sue Reece

Jo Tucker

Guy Timson

John Milsom