



**Could you make a difference in  
the Tynedale Circuit?**

**Are you looking for a new  
opportunity?**

**Could you be part of the new  
Enabling Services team?**

The Tynedale Circuit is a large and vibrant group of Methodist Churches seeking to worship and serve God. The Circuit's commitment across Tynedale is to see vibrant Christian communities which introduce people to life in the Kingdom of God and help people to live as followers of Jesus Christ.

As part of achieving its vision the Circuit is establishing an enabling services team. This team will lead, co-ordinate and deliver the enabling services which are needed to help the Circuit achieve its vision. These enabling services include Property, GDPR, Governance, Communications, Administration, Finance, Compliance, Legal, Charity Registration, Safeguarding.

The team will deliver these services for the Circuit itself and enable them in the local churches of the circuit. The team will include paid members of staff and volunteers and be led by the employed Enabling Services Manager. The team will work closely with the Circuit Ministers and Circuit Stewards in particular ensuring the Circuit Ministers are released from administrative tasks so they can be free for missional and pastoral ministry.

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The Circuit is currently recruiting for two roles in the Enabling Services Team. These roles are initially for a fixed term until 31<sup>st</sup> August 2022. During this period the Enabling Services Team will be established and a review of the Circuit's pastoral staffing will take place. The circuit intends both these roles to continue beyond August 2022 but the tasks and hours for the roles will be reviewed once the team is established and the wider staffing review has taken place, hence why they are currently fixed term appointments.

### **Enabling Services Manager**

**30 hours a week**

**£25,000 pro rata (actual salary £20,000)**

To lead, manage, and in some areas deliver, the enabling services of the Tynedale Methodist Circuit to enable the Circuit to achieve its vision.

### **Communications Co-ordinator**

**22.5 hours a week**

**£20,000 pro rata (actual salary £12,000)**

To develop and implement the communications strategy for the Circuit including creating, designing and producing material for print and online platforms.

Closing Date for Applications is Friday 22<sup>nd</sup> January at 12noon.

Interviews for the Enabling Services Manager will take place on 4<sup>th</sup> February.

Interviews for the Communications Co-ordinator will take place mid-February.

These posts both have a Genuine Occupational Requirement that the post holders are Christians.

For more information on how to apply for these roles please download the application packs from the Circuit Website: [www.tynedalecircuit.org](http://www.tynedalecircuit.org) For an informal conversation about either of the roles please contact Rev. David Goodall: 01434 603139 or [rev.david.goodall@gmail.com](mailto:rev.david.goodall@gmail.com)

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