Vacancy – Circuit Administrator

Tynedale Methodist Circuit invite applications for the vacancy of Circuit Administrator

Reporting to Superintendent Minister and Circuit Leadership Team

Employment Type: Part-time / 20 hours per week

Salary: Based on minimum Living Wage scale

Contract Type: Permanent (subject to probationary period of 3 months)

Please direct all enquiries for this post, including application form and full job description/person specification to Rev Marie Beard, Superintendent Minister on marie.beard@methodist.org.uk

Applications to be returned by 1st December 2026