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| **Vacancy for Clerk and Responsible Financial Officer – Croston Parish Council** | A picture containing sketch, drawing, clipart, line art  Description automatically generated |

Croston is a thriving village with a fantastic community spirit and the Parish Council is keen to serve all involved in our lovely village. The Parish Council seeks a highly motivated, enthusiastic person to take on the above role which guides and supports the council in meeting its financial and legal duties.

**This role:**

* is part-time, with flexible hours, based at home, with attendance at local evening meetings; usually the second Wednesday of each month.
* you will be required to work on average between 6 and 8 hours per week.
* the role is open for an immediate start following interviews and selection by the Parish Council.
* Salary will be based on the National Association of Local Councils pay scale and is dependent upon qualifications and experience. Rate between scale points SCP 13 (£13.97 per hr) and SCP23 (£16.67 per hr), pay award pending.
* would suit someone highly organised, efficient and a good communicator.

If you feel you can successfully fulfill this role, please apply by sending a copy of your CV by email to the current Clerk, [clerk@crostonpc.org](mailto:clerk@crostonpc.org)

For an informal discussion about the role please contact the current clerk Paul Cafferkey on 07966 267 186.