

Could you be the **Operations Manager** we are looking for?

**Warfield Church** is all about connecting people to Jesus and each other, equipping people for their God-given calling, and releasing them into God's mission in the world.

We want to recruit an **Operations Manager** who will help to make this happen, by ensuring that the day to day, and week to week, running of Warfield Church is well supported by good logistics, organisation, resourcing, and facilities.

We will expect our Operations Manager to do this in a way that expresses the desire of Warfield Church to be a Christ-like church which is adventurous, generous, accountable and collaborative.

### **Key Tasks and Responsibilities**

The **immediate priority** of the Operations Manager will be to lead Warfield Church's operational response to the Coronavirus pandemic.

The **ongoing** tasks and responsibilities of the Operations Manager will include managing the operational running of Warfield Church whilst working closely with Ministers and PCC sub-committees [Fabric, Finance and HR].

### **This post:**

- Is for one year from date of appointment.
- Is full time [37.5 hours per week – including Sundays]
- Offers a salary in the range of £28k-£32k per annum, dependent on skills and experience

If you think you could be the person we are looking for, then a full job description and application form, are available by emailing [vacancies@warfield.org.uk](mailto:vacancies@warfield.org.uk)

**Application deadline:** 12noon on Tuesday 11 August 2020

**Interviews:** Wednesday 19th August 2020