

## FACILITIES MANAGER

**This is a new post and the person appointed will work to ensure the long-term sustainability of the Circuit through the management of properties owned directly by the Circuit and assisting individual churches with their own property management strategies and policies.**

The successful candidate will have proven experience in construction, building maintenance or property management. They will have experience of working within property regulation/compliance standards and frameworks, together with a strong awareness of relevant health and safety legislation and best practices.

The appointment is initially for a fixed term of 2 years, which may be extended depending on future funding being available.

The appointment requires an enhanced DBS disclosure and satisfactory references.

The appointment requires an understanding of the aims, ethos and structure of the Methodist Church in Britain.

### NEXT STEPS & MAIN TERMS

Hours of work:	20 hours per week, worked flexibly in agreement with the Line Manager. This will predominantly be between Monday and Friday, with only occasional requirements for weekend and evening work. You will not be expected to work on more than five days in a calendar week.
Contract:	Initial two years' fixed term contract
Salary:	£22,857 per annum, with enrolment in the Circuit's workplace pension scheme
Location:	The role will be home based but with a requirement to visit sites across the Calderdale Methodist Circuit. It may be possible to provide an office within the Circuit if preferred.
Next steps:	For an application pack, please contact the Circuit Administrators: <a href="mailto:office@calderdalemethodistcircuit.org.uk">office@calderdalemethodistcircuit.org.uk</a>
Closing date:	Friday 17 November 2023 at 12 noon
Interview date:	Week commencing 27 November 2023
Start date:	As soon as possible

To learn more about our Circuit and the work that we do, please visit:

[www.calderdalemethodistcircuit.org.uk](http://www.calderdalemethodistcircuit.org.uk)