

*Chanctonbury*



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*Services and  
Leadership PA*

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*Full Time*

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**RECRUITMENT ADVERTISEMENT**

# OUR VISION FOR THE FUTURE

As a church, God has called us to pursue a long-term vision of the ever-increasing in-breaking of His Kingdom into life as we know it: Transforming our lives, churches, communities and land into the breathtaking beauty of the glory of Heaven.

This is our dream; this is what we live for!

† *We call this vision '2033' and you can see it here.*

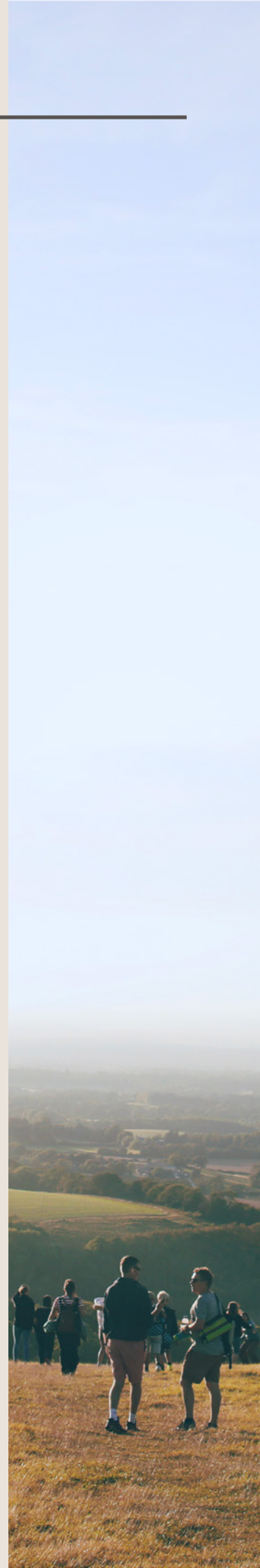
We are seeing a crescendo of signs, demonstrations and the evidence of changed lives that indicate to us that God is powerfully on the move. During the past two years, the numbers of people across all ages and stages participating in church life has doubled.

In response to this, we have reset and united as a church around fresh core priorities for 2022 - 2025 that we believe are on God's heart for the next significant season. We believe God is calling us to prepare for greater growth, to invest strategically in raising up leaders at all levels, ages and stages, and to equip the body of Christ to release the Kingdom in daily life, and right across the region.

We believe that God is a God of details, and the practicalities of preparation and engagement with growth and revival play an important role in making sure that we walk with excellence into the future God has for us.

Firstly, we are looking to grow our admin team with someone who is passionately pursuing Jesus and His Kingdom. Secondly, we are asking God to send us someone who is highly skilled in administrative duties, services planning and working within a confidential leadership environment.

We feel it is a deep privilege to live and serve here. Thank you for your prayerful consideration of this post.







TOWARDS 2033

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# CHANCTONBURY CHURCH

Exciting vision means exciting work. The administration team at Chanctonbury Church is a thriving team helping to facilitate the logistics behind the incredible outpourings of God throughout the week and across the parish.

As services continue to fill to overflowing, we are consistently planning the launch of new congregations in new locations and need someone with a passion for growth and seeing God's Kingdom expand across our parish in the years to come.

As with all increase, there is also an increase of organisation, and as such, moving forwards we are in need of a Leadership PA to help in facilitating the administration at leadership level. Over the past five years, God has grown all of our congregations and through the challenges of Covid-19, we have come out even more expectant and even more excited at all God has in store as we press towards 2033.

We are seeking someone who can take our services and leadership administration to the next level over the course of the years ahead, who appreciates fast-paced environments, the need for confidentiality in certain situations and has a heart to see His Kingdom come here.

*Chanctonbury*

*Chanctonbury Church is made up of 3 churches within the same parish, at Ashington, Washington and Buncton.*

## EMPLOYMENT DETAILS

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- This is a permanent role with a six-month probationary period.
- The post is based in the parish of Chanctonbury.
- The post is full-time, working 7.5 hours a day, Sunday to Thursday, with hours to be agreed with line manager dependent on activities taking place during that season.
- This post requires an enhanced Disclosure and Barring Service check and an internal Safeguarding qualification is required for this role.

### *FURTHER INFORMATION*

Closing date for applications: 1st August, 2022

Interviews: W/C 15th August 2022

Salary range: £22-24k, dependent on experience

In advance of any applications, we would welcome informal conversations and / or visits to the parish.

To set this up, please contact Andrew White:

Tel: 01903 893648

Email: [andrew.white@chanctonbury.org.uk](mailto:andrew.white@chanctonbury.org.uk)

*To download a full application form, visit [chanctonbury.org.uk/recruitment](http://chanctonbury.org.uk/recruitment).*



*Chanctonbury* **CHURCH**

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