Do you have a working knowledge of property and land and their use and maintenance?
Do you have a desire to help the Methodist Church fulfil mission and ministry through the effective, innovative, and sustainable use of our properties?

If so, we are keen to hear from you…..

The Role

The North West England Methodist District (NWED) is seeking to appoint an additional District Property Secretary. The role is home-based, with travel throughout the District. The District Property Secretaries will work in collaboration with the churches and circuits within the District, and provide oversight of the properties owned by the District. The postholders will provide support and assistance to a range of stakeholders on property-related matters, in the context of Methodist Church governance.

NWED

NWED covers the geographical areas of Cumbria, Lancashire, Greater Manchester, Merseyside, and parts of Cheshire and Derbyshire. Within this are inner city, industrial, post-industrial, suburban, and rural areas – no two towns are the same.
The District embraces a rich breadth and variety of theological perspectives and worship styles. A range of fresh expressions of Church (messy church, café church, arts-based projects, digital spaces etc.) are nurtured without neglecting the other, more traditional, expressions and all are equally valued.

We exist primarily to advance the mission of the Methodist Church in our District by supporting churches and circuits (a circuit is a group of churches served by a team, including one or more ministers). The District seeks to support each circuit and church to meet the needs of their members and the communities in which they serve, offering opportunities to worship, work and learn together.

Find out More

The application closing date is midnight on 30th November, 2025.

Please download the full job description and person specification, along with the application form. Application forms are to be submitted to: nwed.recruitment@gmail.com

For an informal and confidential discussion about the role, please contact Heather Fergusson, District Secretary: Administration and Compliance on Tel: 01772 372160 (Ext: 103) or Email: fergussonh@nwedmethodists.org.uk