

# Operations Manager for Bicester, Buckingham, Brackley Methodist Circuit

**Fixed Term Contract - 5 years  
Part Time - 20 hours per week**

**Can you bring your enthusiasm and strategic experience to a pioneering Circuit?**

**You will find a warm welcome, faithful disciples and supportive colleagues. Could you help us develop our vision of bringing Trustee bodies into one group?**

Bicester, Buckingham & Brackley Circuit are seeking to appoint a part-time Operations Manager. The successful applicant will play a leading role in operational matters across the Circuit. This role will release resources for mission by helping to provide professional management, advice and oversight in the areas of property management, operations, compliance and administration.

The successful applicant will be required to work within the strategic direction of the circuit as shaped by the Circuit Leadership Team and in line with Methodist Church disciplines.

This post is open to all but the role requires a sympathy with the values, aims and ethos of the Methodist Church. The post is subject to obtaining a satisfactory DBS (Disclosure and Barring Service) disclosure.

**Salary £13.00+ per hour - based on experience**

**Closing date for applications:**

**28th September 2024**

**The Interviews will be held in the week beginning 6<sup>th</sup> October 2024**

For further information and for an application form, please contact:

Superintendent Minister

Revd Sara Cliff

[revdsarapcliff@gmail.com](mailto:revdsarapcliff@gmail.com)