



# Morpeth Parish

St James the Great + St Mary the Virgin + St Aidan

Dear

Thank you for your interest in the post of Parish Administrator for the Parish of Morpeth.

Please note that all applications must be received by **noon on Wednesday 1<sup>st</sup> June, 2022**. Interviews will be held on week beginning 20<sup>th</sup> June and it is hoped that the successful applicant will be in place by mid July, 2022.

I enclose an Application Pack for the post and wish you every success.

- Application Form
- Job Description
- Person Specification
- Data Privacy Notice (for Employees and Prospective Employees)
- Safeguarding Policy
- Recruitment of Ex-Offenders Policy

If successful you will be employed by the PCC (the Parish Church Council) of the Parish of Morpeth and will be provided with a Contract of Employment for signature as soon as a final decision has been reached. Information about our Parish, including PCC policies, can be found on our Parish website [www.parishofmorpeth.org.uk](http://www.parishofmorpeth.org.uk)

Yours sincerely,

*Simon White*

Rev. Canon Simon White