

VACANCY

PART-TIME PARISH CLERK **TO MELBOURN PARISH COUNCIL**

Responsibilities will include managing a small team to effectively undertake the day-to-day business of the Council

**Are you a clerk for a smaller council or have you been a clerk previously?
This could be the role for you!**

14 hours per week – Office space provided –
Flexible working - Supportive team

**Job Description / Person Specification and
Application form available from
the parish office:**

parishclerk@melbournparishcouncil.gov.uk

01763 263303 x3

Closing date for applications: 17th July 2023

Interviews: 19th/20th July 2023



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS