



DOWN and CONNOR DIOCESAN TRUST
ST GERARD'S PARISH
722 ANTRIM ROAD, NEWTOWNABBEY
SACRISTAN (JOB SHARE)

A vacancy has arisen for a Sacristan, as a Job Share arrangement, within St Gerard's Parish, 722 Antrim Road, Newtownabbey, Co Antrim, BT36 7PG.

The responsibilities within the Sacristan role will include:

- ❖ The maintenance of the sacristy, ensuring that, with volunteers and others, the sanctuary is set up for Mass, baptisms, weddings, funerals and other services, ensuring all the requisite books and sacramental vessels etc. are in place.

This role is being advertised as a Job Share position. The terms are based on a permanent appointment of two individuals who will be required to work 13 hours each per week. Work pattern to be agreed with the Parish Priest.

The post holders will be required to provide cover for the Job Share Partner during annual leave or other absences. Having a flexible approach to working hours will be a requirement within the role.

Rate of Pay - £11.44 gross per hour.

Full details relating to the vacancy can be found on the Diocesan website at: <http://www.downandconnor.org> clicking on the tab: **JOB VACANCIES** and on the Community NI website, where terms and conditions relating to the role can also be accessed by way of a Role Profile and Employment Application form. Application packs can also be obtained from St Gerard's Parish Office, 722 Antrim Road, Newtownabbey.

We welcome applications from anyone who feels they meet the criteria and are interested in playing an active part in the Parish.

Closing date for applications will be 12.00 noon on Tuesday 15 October 2024

Down and Connor Diocesan Trust is an Equal Opportunities Employer