

**SLINGSBY, FRYTON & SOUTH HOLME
PARISH COUNCIL**

VACANCY

**CLERK TO SLINGSBY, FRYTON & SOUTH
HOLME PARISH COUNCIL**

The Parish of Slingsby, Fryton & South Holme is now looking for a new Clerk to administer and organise the parish business.

Applicants must have:-

- Some knowledge of the requirements of a Parish Council and its services
- Be a competent administrator with IT and financial management skills,
- Be able to work on their own initiative
- Supervisory skills and experience of managing a small workforce
- Have excellent people skills, including the ability to work with Councillors and members of the public
- ILCA qualification or willingness to work towards achieving this

The successful applicant must also be willing to attend a bi monthly Council meeting held at Slingsby village hall and occasional adhoc meetings.

To discuss the job in further detail please email (including your telephone number) the Chair, Councillor Fiona Farnell, Email:- fiona@beechtreefarm.net

The closing date for return of applications is 5th May 2023.

Interviews will be held as soon as possible after this date.

Interested candidates should submit their CV and covering letter to:-
The Chair of the Council, Councillor Fiona Farnell, Beech Tree Farm, South Holme, Slingsby, York, YO62 4BA, or via email to fiona@beechtreefarm.net