



The **United Reformed Church**
National Synod of Wales

Yr **Eglwys Ddiwygiedig Unedig**
Synod Cenedlaethol Cymru

TRUST AND PROPERTY OFFICER

Salary: £30,000 per annum

This full-time position is for someone who has the necessary skills and experience to contribute to the strategic development of the URC (Wales) Trust Company Ltd., to enact Synod and Trust Company decisions over property matters and support and advise churches with their property needs (buying and selling, leases, short hold tenancy agreements, closures, major repairs and building projects, etc.)

The person appointed will receive training and support to take over the role of Trust Secretary when the current incumbent retires in due course. At that time a salary review will take place.

The successful applicant will be willing to work within the Christian ethos of the United Reformed Church and to travel extensively in Wales.

An information pack is available from the Synod Clerk
(adrian.bulley.urcwalles@urc.org.uk)

Closing date for applications: **Noon on Friday 9th October 2020**