

As a family of associated churches and congregations our core purpose is to be

A People of Worship – Rejoicing in God

A Light to the World – Reflecting Christ

A Community of Love – Revealing the Spirit

To do this we are committed to growing in

Christlikeness

Let the same mind be in you that was in Christ Jesus (Phil 2. 5)

Commitment

Present your bodies as a living sacrifice (Rom 12. 1)

Partnership

We who are many are one body in Christ (Rom 12. 5)

Influence

Let your light shine before others (Matt 5. 16)

Mission

Go and make disciples of all nations (Matt 28. 19)

Assistant Virger

We are looking for an Assistant Virger to join the newly appointed Head Virger, resourcing the Minster and its facilities as a key agent of mission, welcome and worship.

The Minster is a seven day a week operation. The Assistant Virger assists in offering the use of the Minster and its rooms, in ensuring security and welcome, and in resourcing and delivering liturgy and worship. The Virgers work collaboratively with other departments to ensure the best possible presentation of the Minster and its rooms, making them safe, welcoming and well ordered for worshippers, visitors, and for our many concerts and other events.

The Minster's Vision Statement is available at:

<http://beverleyminster.org.uk/wp-content/uploads/Vision.pdf>

Job Purpose

The Assistant Virger will

- Ensure that arrangements for worship, and for concerts and events are exemplary
- Be a primary point of contact for visitors, ensuring that the Minster is open, welcoming, and worshipful.
- Ensure best practice in Health and Safety matters, working closely with the maintenance and conservation workforce.
- be responsible for the security of the Minster, supervising opening and closing arrangements, the security alarm, and cash handling.
- Take part in cleaning of the Minster, and maintenance and cleaning of the Hall and Rooms

Additional Information

Reporting and Oversight.

The Assistant Virger will be line managed by the Head Virger.

Supervisory Responsibility.

The Virger team includes a part time Assistant Virger, and volunteers entrusted with virger duties on occasions. It is anticipated that this team should be expanded, and there may be day to day supervision of these roles.

Budgetary Responsibility.

None

Professional Development. It is expected that the Assistant Virger will be a member of the Church of England Guild of Virgers, and seek support, training and development as agreed.

Genuine Occupational Requirement: This post carries a Genuine Occupational Requirement that the post holder should be a practising Christian.

Workbase: The Virgers' Vestry is provided as a base, and the main sphere of work is the Minster, the Parish Hall, the Peter Harrison Room, the Emmaus Room and the Parish Centre.

Hours of Work: 40 hours per week, worked flexibly over the year with the virger team. Two clear days off per week.

Holidays: 33 working days holiday per year, *including* statutory holidays.

Not more than 5 Sundays should be taken.

All virgers are expected to work on Christmas Eve and Christmas Day, Good Friday and Easter Day.

Accommodation: There is no living accommodation provided with the post.

Salary: the basic salary for the post is in the range of £17,340. Overtime is paid for concerts and events, and in 2015 (a typical year) this amounted to a further £1,500.

Pension arrangements will be under the Government Workplace Pension Scheme, and the Minster will pay the percentage required.

Expenses: Working expenses (including telephone, postage, travel, materials etc.) will be paid in full, and the PCC will meet the cost of approved training during the year.

Probationary Period: A 3 month period of probation will apply.

Application Deadline: 9.00 am Friday 27 October 2017

Interviews: Friday 17 November 2017

Please write a letter of application, enclosing a CV, with the details of two referees to:
David Almond, Beverley Minster Parish Centre, 38 Highgate, Beverley, HU17 0DN.

Email is preferred:

minster@beverleyminster.org.uk