



Ashford Parish Council
Vacancy for Parish Clerk & Responsible Financial Officer

Ashford is a small parish council on the edge of Barnstaple in North Devon. The Parish Council is looking for a self-motivated person who can work independently, mainly from home, to fill the vacancy of Parish Clerk & Responsible Financial Officer. Local Government experience is essential although further training is available.

The ideal candidate will be a good communicator, demonstrate an awareness of governance and good administration skills, combined with the ability to be flexible and attend evening meetings in the Village Hall, some knowledge of financial management would be an advantage.

The position is for 10 hours per month SCP 7-12 (£12.63 - £13.73p/h) dependant on experience & qualifications.

For further information, a copy of the job description or to apply please contact:
Mrs Victoria Woodhouse, Locum Parish Clerk, Ashford Parish Council, 07815
665215 or email clerk@ashfordpc.org.uk