



Richmond Team Ministry

Property & Facilities Manager

Salary: £37,500pa (pro rata)

Full time or part time (3 days)

We are seeking a Property & Facilities Manager who will be responsible for managing the day to day running of the properties of Richmond Team Ministry and their facilities. The properties include three churches, their associated church halls, vicarages, Parish Office and investment properties.

We are looking for someone with property and facilities management experience including managing small building projects and related finance and budgeting. S/he needs to be able to work collaboratively as part of a small team and have the ability to take the initiative and develop the role while supporting the ethos of the Richmond Team Ministry.

The position is based in Richmond upon Thames. The job description and application form are available on the RTM website: richmondteamministry.org/news

For more information, please email:
rector@richmondteamministry.org

Applications should be received by noon on Thursday 23 May 2024.
Interviews will take place on Thursday 13 June 2024.