

Project Officer (School Buildings)



The Diocese of Hereford receives circa £1 million of public funding every year to invest in its Church school buildings with the ability to access a significant amount of grant funding to lower the carbon emissions of its school estate.

The Project Officer will work closely with the Deputy Director of Education, the Diocesan Board of Education, the Finance team, and our designated project consultants to ensure that schools are meeting the requirements of the Good Estate Management guidance and funding is allocated effectively to our school building projects, monitoring and reporting expenditure to ensure that these projects are completed on time.

35 Hours per week Monday to Friday, Some flexible working is required, travel around the diocese and some occasional work in the evenings. Based working from home, with flexibility of hot desk in office when needed.

£24,500 Per Annum
Salary Band D

A 3 Year Contract with possible extension should further funding be granted

For an informal conversation, please contact
Sian Lines via s.lines@hereford.anglican.org
Application details: www.hereford.anglican.org/vacancies

Application closure date: **12 Noon on 12th October 2023**

Interview date: **23rd October 2023**

We are committed to equal opportunities and diversity and welcome applications from all suitably qualified people. As UKME /GMH individuals are currently under-represented within our Diocese - we would particularly welcome applications from these candidates.