

From the Principal:

The Venerable Dr John Applegate
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Dear Reader

Thank you for your interest in All Saints' new post of Finance Officer (Bursar).

All Saints is a vibrant, mission-focused Christian learning community for women and men training for lay and ordained ministries. We work across the North-West, Isle of Man and East Midlands in partnership with seven very different dioceses. Specialising in part-time training, we have been recognised for our high academic standards, innovative and passionate teaching and for the committed learning of our students. All Saints has seen phenomenal growth, to become one of the Church of England's largest providers of theological education – one reason why we are recruiting a Bursar.

We are looking for an AAT qualified account technician to be our new half-time Finance Officer (Bursar). The Bursar will work as part of the Support Team to ensure that all aspects of All Saints' financial and non-academic administration are delivered accurately, effectively, efficiently and in line with the requirements of our agreed teaching programmes. As part of the Support Team, the Bursar will ensure that all financial and non-academic administration is conducted to support the company and its staff in fulfilling All Saints' mission.

All Saints seeks to be an inclusive and diverse community, welcoming people from different backgrounds who wish to develop their discipleship, understanding of the Christian faith and engagement in the mission of God.

All Saints is committed to equal opportunities in ministry and in employment, and is working with the goals of the Athena SWAN Charter. We welcome diversity and want to encourage applications from suitably qualified people from different backgrounds.

The application pack contains the job description and person specification for the post, together with the application form, guidance notes for completing the form and a monitoring form. Please read these carefully. If you want to talk over the post informally, my contact details are in the application form.

Our website should give you a flavour of All Saints. We are a young organisation with a lot of experience, looking to appoint someone who will help us grow and to grow God's mission and church.

Thank you again for your interest in this post.

With my prayers and good wishes.

John Applegate

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Principal: All Saints Centre