

New Jordans Programme Assistant



We are looking for an enthusiastic and energetic person to market the new conference facilities at the historic Jordans Meeting House. The challenge is to build a regular income stream to supplement donor funds and to support the New Jordans Programme.

Candidates must have marketing experience ideally in the hospitality and/or event management fields. You will need to be numerate and IT literate. You should understand and sympathise with Quaker values.

Salary £20k: 1 year initial full-time contract.

Working week: Tuesday to Saturday inclusive (negotiable).

Start date: As soon as possible.

For an application pack e-mail: hilary.pinder@virgin.net

**For an informal discussion
ring 01494 675280.**

**Closing date: 27 March.
Interviews 14 & 22 April 2009.**

*New Jordans is a Chilterns Area
Quaker Meeting programme.*



Our advertisement as it appears in *the Friend* of 13 March.