

Event Planning Coordinator

Heart Church is a vibrant, large and thriving city-centre based church in Nottingham. We have a vision and a passion to see the gospel of Jesus transform people's lives in our city and nation. We are made up of people from age 0-90 and almost all nationalities. Together we are seeking to grow and impact our world for God.

We are looking for someone to oversee the planning and organising of our key events (e.g Vision Sunday, Christmas, Easter etc.), to ensure our ministries are supported and resources are used effectively throughout the year. This will also involve planning and coordinating the provision of technical, logistical and creative support to our ministry's regular events and ensuring communication and cohesion between all departments.

The ideal candidate will have experience of project planning, budget management, strong IT skills, and good communication skills.

This is a one year, fixed term contract working three days per week. The successful applicant will embrace Heart Church's beliefs, ethos and values and be an active part of our church family.

For further information please see the job description and contact Sally Abel on sally.abel@heart.church

If you are interested in the role please complete the application form at: <https://heart.church/vacancies>. The closing date is the 2nd October 2022.