



**DOWN and CONNOR DIOCESAN TRUST**  
**LISBURN PARISH**

**PARISH ACCOUNTS OFFICER – PART TIME**

We are seeking to recruit a part-time Parish Accounts Officer within Lisburn Parish, based at 27 Chapel Hill, Lisburn, BT28 1EP.

The post holder will be required to:

- provide accurate, efficient, and confidential financial support to the Parish Priest and Parish Finance Committee.

The terms are based on a permanent appointment requiring 8 hours per week -work pattern to be agreed with Parish Priest.

Rate of Pay - £13.50 gross per hour.

Full details relating to the vacancy can be found on the Diocesan website at: <http://www.downandconnor.org> clicking on the tab: **JOB VACANCIES** and on the Community NI website and on nijobs.com, where terms and conditions relating to the role can also be accessed by way of a Role Profile and Employment Application form. Application pack can also be obtained from Lisburn Parish Office.

We welcome applications from anyone who feels they meet the criteria and are interested in playing an active part in the Parish.

**Closing date for applications will be 12.00 noon on Tuesday 20 May 2025**

***Down and Connor Diocesan Trust is an Equal Opportunities Employer***