

# Operations Hub Manager

## Priority Communities Network, Bristol Central Cluster

**Hours:** 28.25 hours per week

**Salary:** £27,000 to £30,000 FTE (Actual £20,340 to £22,500 based on 0.75 FTE)

**Location:** Bristol Central (St Agnes Church St Pauls/St Anne's Eastville, St Luke's Church Barton Hill and St Mary's Church Fishponds).

**Are you ready to be part of a team committed to transforming churches and communities?**

**Are you flexible, creative, filled with the gifts of organisation and administration?**

**Then this job could be for you! Come and be our Operations Hub Manager working with a group of passionate clergy in this new and exciting programme.**

**Come and join the journey, we look forward to hearing all about you!**

The Operations Hub Manager will support clergy, PCCs and lay teams with logistical planning and organisation of a cluster of four parish churches that are part of the Priority Communities Network (PCN) in Central Bristol (St Agnes Church St Pauls/St Anne's Eastville, St Luke's Church Barton Hill, St Mary's Church Fishponds).

This is part of an exciting transformation programme that is investing in, and exploring, new ways to support and enable the growth of churches in our Priority Communities. We're looking for an Operations Hub Manager with excellent administrative and organisational skill, who is flexible and adaptable, and invested in this growth programme. At different times across the contexts, you will need to lend your skills to areas of operations, facilities and buildings support, finance, governance, HR and communications. Please see the job description for more detail on the role requirements.

**How to apply:** For a role description and to apply, using the application form:

[Operations Hub Manager - Priority Communities Network, Bristol Central Cluster - Diocese of Bristol](#)

Send all applications to [jobs@bristoldiocese.org](mailto:jobs@bristoldiocese.org)

If you have any further questions about the role, please contact Rev Lizzie Kesteven, Vicar, St Mary's Fishponds: [lizzie.kesteven@live.co.uk](mailto:lizzie.kesteven@live.co.uk)

**Closing Date:** Monday, 9th June 2025 at 9:00am

**Interview date:** Thursday, 19th June 2025

*The Diocese of Bristol is committed to being a fair, respectful, and inclusive organisation. We believe that diversity enriches us and are dedicated to the promotion of equality where all are able flourish. Disabled people, and those from global majority heritage are currently under-represented in our organisation and we welcome applications from within these groups.*