**VACANCY**

**Applications are invited to the post of**

**PARISH CLERK**

**to Walberswick Parish Council**

The successful applicant will be responsible for the administration of the parish council and will also be the Responsible Financial Officer.

The Parish Clerk will be offered training to support this role and must be able to attend evening meetings of the parish council.

You do not need to reside in or be an elector of Walberswick although you will need good knowledge of the village and easy access for meetings would be beneficial.

**Salary: £257.50 per month**

**Hours: 25 per month**

**For further information contact:**

**Name : Esme Richardson**

**Email: chairman@walberswick.suffolk.gov.uk**

**Deadline: applications to be received by 12th June 2015**