

All Saints Ilkley

email office@allsaintsilkeley.org
website www.allsaintsilkeley.org
post All Saints Church Office, Church Street, Ilkley. LS29 9DS



Church Caretaker & Cleaner

We are seeking a reliable and motivated church caretaker and cleaner, who is sympathetic to the vision of All Saints Church to promote the Gospel.

This role plays an important part in maintaining a safe, clean and welcoming environment for adults and children attending our church services and events, and for visitors attending classes and events taking place in our church buildings.

The successful candidate will be someone who is:

- 1. Committed to providing a high standard of care in servicing and cleaning the church buildings.*
- 2. Keen to provide a safe and well-presented environment for all who use our church buildings.*
- 3. Highly motivated with a flexible and positive 'can-do' attitude and an excellent attention to detail.*
- 4. Able to communicate effectively with church leaders and volunteers, church family members, visitors to the church and those hiring the church buildings for events and activities.*
- 5. Willing to follow health and safety procedures, church policies and guidance at all times.*
- 6. Reliable, trustworthy and punctual.*
- 7. Able to work independently and manage their time effectively.*
- 8. Able to play their part as a member of the All Saints staff team.*

This role inevitably involves a degree of flexibility but the main duties are:

- All cleaning duties as required (i.e. emptying bins, vacuuming, mopping, dusting, cleaning and restocking toilets and kitchen).*
- Regular testing of safety and security systems.*
- Preparing the building for groups, events and general visits.*
- Regularly checking and clearing external drain covers.*
- Ensuring that the external paths around church are safe, including gritting when necessary.*
- Occasional deep cleaning of spaces after Christmas and during August.*
- Other general duties as agreed with your line manager.*

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Working Hours

- 10 hours per week, preferably Monday (9am - 2pm) and Thursday (9am - 2pm).
- There is scope for some flexibility around working patterns.
- Occasional additional hours by agreement for events.

The successful applicant will report to the Church Administrator but will have working relationships with the Vicar and churchwardens.

In return we offer:

- A pay rate of £13.45 per hour (the 'Real Living Wage' amount).
- Annual leave of five working weeks plus pro rata statutory holidays.
- The support of a friendly staff team and a welcoming church leadership.

A DBS check will be required for this role. Support will be provided.

This role is not eligible for skilled worker visa sponsorship.

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To apply for this post, please send a copy of your CV and a covering letter to:

- office@allsaintsilkeley.org or
- **All Saints Church Office, Church Street, Ilkley. LS29 9DS**

to arrive by Friday May 15th.

Interviews will take place in the week beginning May 18th