



KIDDERMINSTER EAST PARISH
Five Churches One Parish One Lord

Notice to congregations re cut in Office hours

At its meeting in November 2021 the PCC knew that it wouldn't receive sufficient funds from the five churches to cover everything that it would like to achieve in 2022. Having pared many things back in the budget we still faced a deficit, and so we took the difficult decision that we had to reduce the number of hours we pay for administrative work in the Parish Office from around 60 to 45 hours.

In the intervening time we have been through a restructuring process which has involved the possibility of redundancy of some roles. The result is that some members of staff have new job descriptions, some work is being taken on by volunteers, and, sadly, some members of staff are leaving us.

Rob's job description retains the safeguarding role, passes the weddings administration to a volunteer, and takes on various other tasks ensuring we are compliant with guidelines and laws.

Mark's job description sees him covering the week by week operation of the Office, especially in the production of the newsletter and responding to general enquiries, and passes the work connected with churchyard memorials to a volunteer.

Rob and Mark will trial their new roles for a 4-week period from 1st March.

Lyn's job description as Finance Officer and PCC Treasurer remains the same.

Karen was offered the choice of two possible solutions and, very reluctantly, she has decided to take voluntary redundancy, which we accepted, and her role comes to an end at the beginning of May.

Regretfully, the cut in hours was not suitable for Kate, and so, sadly, her present role is made redundant, and she will finish work in early May. We hope to fill the role of Social Media Officer in due course.

We want to thank each member of the Office staff for the work they have done in the past, which has been of the highest quality, and it is with a heavy heart that we have had to go through this process.

Please be aware that the Office might take longer to respond to requests for help or information, or may not be able to offer the help you request, because there are fewer hours in which to do the work. Please be patient whilst the new roles are grown into. Please pray for all those who have been involved in this process of change, that we might discover the Lord's goodness and grace.

David & Robert

Team Rector & Team Vicar