**March 2017**

Dear Applicant,

Thank you for your interest in the post of Senior Verger at St Martin in the Bull Ring.

Enclosed are the following:

* A job description and person specification
* A brief outline of the activity at St. Martin’s
* An Application form
* Our vision and strategy document

Please note that the closing date for applications is **Monday 27th March.** We will let you know if you have been short listed for the post no later than **3rd April** and those who are successful will be invited for **Interviews to be held on Thursday 6th April between 5 pm and 8 pm.**

If you would like more information or to chat further about the post please do not hesitate to contact me. The Church is open daily between 10 AM and 4PM for those wishing to call in but if you would like a more structured tour please contact me.

Yours sincerely

Paul Capelin

Operations Director

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