



BISHOP'S NOTICES

to Congregations from the Bishop of Edinburgh

24 July 2008

What will be the outcomes of the Lambeth Conference?



Bishop Brian and his wife Lissa, along with all the other bishops and their wives from the SEC, are now at the Lambeth Conference and the Spouses' Conference. No one knows what the outcomes will be, but no doubt there will be much to discuss, so.....

Come and hear reports from Bishop Brian and Lissa, responses from different points of view and join in discussion at a day conference on

Saturday 13 September

10am – 3pm

Holy Trinity

Haddington

To book a place please email adventures@dioceseofedinburgh.org or phone 0131 538 7033

Christ Church Morningside (Scottish Episcopal Church)

Registered Charity SC 003009

Two new posts are being created on the staff of this large and busy Episcopal church at Holy Corner, Edinburgh. Christ Church has a regular congregation in excess of 150 at the main Sunday service and a membership of around 300. The current staff comprises a number of paid and unpaid posts. In addition a large number of the congregation, including four post-retiral clergy, work as volunteers. The Rector works closely with the Vestry and its sub-committees to organise and manage the life of the congregation, and the Church Office provides a focal point and support for all the areas of Church life and work.

Worship, Liturgy and Office Assistant

This part time post is based in a dedicated office in the Church Centre, adjacent to the Church. The person appointed will be required to work 20 hours per week, Monday to Friday, 4 hours each day, preferably in the morning, and will report to the Administration Manager.

We are looking for a practising Christian, with an interest in worship, liturgy and church life and who has the following skills:

- Good IT skills, including Microsoft Office Word, Excel and Outlook, Internet and DTP experience preferable
- Ability to type accurately, with a minimum speed of 50 wpm

- Experience of working as part of a team and of dealing with members of the public

The main objectives of the role will be to:

- 1 To coordinate and ensure timely, accurate and well presented printed information required for the daily and Sunday worship and all other related activities of this busy Church
- 2 To provide full administrative and office support for the Rector, Administration Manager and others as required.
- 3 To act as first point of contact for all aspects of communication and to provide reception during church office opening hours.

Salary in the range £8800 to £9500 (20 hours) to include 20 days holiday pro rata plus 8 Public Holidays pro rata. Employer's contribution to a personal pension plan is available. This post is subject to clearance from the Scottish Criminal Records Office. **For a full job description please apply to the Church Office** Tel; 0131 229 0090
Email: admin@6a.org.uk

Closing Date: Friday 22 August 2008.

Letters of application enclosing a CV to be sent to The Rector, Revd Susan Macdonald, 4 Morningside Road, Edinburgh EH10 4DD with the envelope clearly marked "Application for post of Worship, Liturgy and Office Assistant – Private and Confidential".

Organist/Assistant Director of Music

The post is for an organist who could also act as an Assistant Director of Music. The duties would be agreed with the successful applicant but would typically include:

1. Playing for Sunday morning services and major festivals in collaboration with the Director of Music
2. Attending weekly evening choir practices, and taking choir practices in the absence of the Director of Music
3. Playing for choral evensong with choir (currently four times a year)
4. Other occasional evening services and meetings as required.

Our main Sunday morning service is a Sung Eucharist normally to a congregational setting but occasionally choral. An anthem is sung during communion. The choir has 30 members, including both children and adults, typically with 20 to 25 singers on a Sunday morning. Choir practices are on Thursday evenings, currently trebles from 6.30pm-7.15pm and adults from 7.30pm – 8.30pm.

Good hymn playing is our first priority and applicants will need to demonstrate this. Prior experience of the Scottish Episcopal Church liturgy and choral singing are not essential.

Salary will be consistent with SFO guidelines allowing for ability and level of duties undertaken. The post will include holiday pay and pension contributions as applicable - details on application. This post is subject to clearance from the Scottish Criminal Records Office. **For further information** please contact the Director of Music:

Dr Michael Green, 8 Morham Park, Edinburgh EH10 5GF Tel 0131 446 9403 email music@6a.org.uk

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