



MIDSOMER NORTON TOWN COUNCIL

Appointment of a Town Clerk (30- 37 hours per week)

Salary Level (SCP 33 – 45) £41,418 – £54,017 (based on 37 hours per week):
(dependant on experience) (plus LGPS Pension)

Hybrid Working

Are you a strong leader; do you think strategically; have you built successful organisations; can you communicate well, delegate effectively, and make the difficult decisions? Then why not join us? Midsomer Norton Town Council is now seeking a dynamic and proactive Town Clerk who can lead and support Councillors and staff in the Council's ambitions

The Town Clerk will lead a staff of 5 and support 11 Councillors to deliver local services, building relationships across all levels of local government and partner organisations, whilst ensuring statutory duties and a high level of corporate governance is maintained.

Having Local Government experience would be an advantage, but equally so could the possession of a skill set that lends itself to our personal specification.

Would you like to know more? To obtain an application form, job description and person specification, please email admin@msn-tc.gov.uk or visit our website [Midsomer Norton Town Council](https://www.midsomer-norton-tc.gov.uk) under notices/ vacancies to download the documents.

Applications should be received by 1pm on Monday, 14th October 2024

Please note CVs will not be considered.

Interviews are intended to be held on Wed 23rd or Thu 24th October 2024.

If you would like to discuss this position, you may contact Lee Jakeman (Locum Town Clerk) townclerk@msn-tc.gov.uk Mobile 07964 453544