Cottingham Parish Council



**Part-time Town Centre Officer - £28,770 (pro- rata)**

**Fixed term in the first instance until 31/3/25**

Cottingham Parish Council is seeking an energetic Town Centre Officer for **15 hrs per week** to support the Parish Council in developing and implementing a Town Centre Action Plan with the aim of promoting and developing a vibrant town centre offer to residents, businesses and visitors.

The postholder will also support the delivery of a range of events in Cottingham, including Cottingham Day and the Christmas Festival, and other events/activities that are developed to promote the village.

The successful candidate will have excellent organisational skills, experience of managing large scale events and the ability to engage and enthuse a wide range of individuals and organisations in proposed events and activities.

Full details and an application form are available on the Council’s website [www.cottinghamparishcouncil.org.uk](http://www.cottinghamparishcouncil.org.uk) or by phoning 01482 847623.

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**Closing date – 12pm Friday 26th April 2024**

Supported by: 