

IDMISTON PARISH NEEDS YOU – AND WE’LL PAY YOU!

Do you want to get paid for working from home and help the community in which you live at the same time?

We need only a minimal commitment of 3 times a year for 25 hours at a time.

There’s chance of commission as well!

We are looking for someone to assist in the production of the Parish Newsletter.

This is currently published three times a year (Spring, Summer, Autumn)

The areas to be covered will be:

Distribution:

- *maintaining a network of residents who deliver the newsletter for us*
- *receiving delivery from the printer*
- *sorting and delivering to the newsletter distributors*

Content:

- *Contacting current contributors for articles*
- *Proofreading and editing articles*
- *Finding relevant content*
- *Finding new contributors and improving content*

Advertisers:

- *Maintaining relationships with current advertisers*
- *Renewing adverts annually (October)*
- *Finding new advertisers*

We anticipate the role will take 25 hours 3 times a year and will be paid on a time sheet basis, working from home.

There will also be a commission element for improving advertising revenue.

For further information and a full job description please contact Kathy Cininas 07763 411595 or parishclerk@idmistonpc.org