

# Would you like to join an enthusiastic team at Brecon Town Council and make a positive contribution to improving services and facilities in Brecon?

**Vacancies exist for the following readvertised roles:**

## **VISIT BRECON CO-ORDINATOR**

To provide and enhance a comprehensive day to day supervisory and administrative service and volunteer programme at Visit Brecon, to market Brecon as a visitor destination and to provide reliable and pro-active support to the Town Clerk. Requirement to work weekends and occasional evenings as necessary. **NJC Grade SCP 19 £25,481 per annum pro rata - 18 hours per week for a two year fixed term**

## **CUSTOMER SERVICE ASSISTANT – VISIT BRECON**

To provide a comprehensive customer service and administrative support service at Visit Brecon, to market Brecon as a visitor destination on behalf of Brecon Town Council. Requirement to work weekends and occasional evenings as necessary. **NJC Grade SCP 3 £18,562 per annum pro rata uplifted to the Living Wage Foundation Rate - 18 hours per week for a two year fixed term**

## **INNOVATION & INFORMATION OFFICER - GUILDHALL, BRECON**

To work as a team member to develop services which will benefit the town promoting opportunities for growth and innovation. Combination of home/office working. **NJC Grade SCP 10 £21,322 per annum pro rata - 16 hours per week for a two year fixed term**

For further details, and informal discussion or to request an application pack please contact Mrs Fiona Williams, Town Clerk by email [office@brecontowncouncil.org.uk](mailto:office@brecontowncouncil.org.uk) or phone 07804 520704

**A full package of training and support will be given to successful candidates for all roles along with opportunities for development**

**Generous holiday allowance**

**Closing date 9am on 4<sup>th</sup> April 2022**



**Cyngor Tref  
Aberhonddu**

**Brecon  
Town Council**