

16 July 2021

Dear prospective applicant

***Operations Manager***

Thank you for your interest in this post. The opportunity arises because Malcolm Bourne, who currently manages property and facilities, is reducing to part-time and spending more time on substantial plans we have to develop our site. We are so grateful to Malcolm for the fantastic work he has done in enabling a strong sense of team among the facilities staff and now look forward to a new colleague joining us and building on this for the future among the wider operational team.

Trinity College is one of the largest theological colleges in Britain. We have some 200 students, full-time and part-time, more than half of whom are preparing for ordained ministry in the Church of England. Other students have chosen to study for a degree in Theology within a small committed Christian college community like ours rather than at a large secular university; some are undertaking postgraduate work at Masters or doctoral level. Some are residential; some commute or relate to us from a distance. We have a small day nursery on site which caters for the young families among our students as well as for children from the local neighbourhoods. We also hire the premises out, when we are able, to external groups for conferences and other activities.

You will be contributing to this work by enabling good operational practices and processes to support the work of the college across our operational staff. Our style of leadership is collaborative and reflects our desire to play to each other's strengths and gifts and thereby to encourage excellent teamwork. We encourage a spirit of collaboration among our staff team, so that each person, though responsible in their own area, is ready to support a colleague when workload pressure builds up.

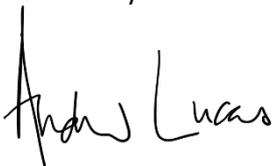
The student age range here is wide. For the youngest this may be their first experience of higher education after a gap year; for the eldest, studying Theology may be the fulfilment of a lifetime ambition after a career doing something else. Most of our students, though, are in their mid to late twenties or thirties. You will have the opportunity to get to know many of them in the course of your work and in the dining room where we all gather for lunch each term-time weekday.

The college is situated on a beautiful nine-acre site on the north-west side of Bristol, near the Clifton Downs. We have plans to build new student accommodation on our site over the next few years and hence the change of role leading to this new appointment.

This is an exceptional opportunity to join a friendly and appreciative college with a strong sense of community and, for those interested in supporting the work of the Church, a unique vocational opportunity.

If you are interested in this post, please complete the application form and submit it by Monday 9 August 2021. We plan to hold interviews in the same week. If this proves difficult for you, for holiday or other reasons, please indicate this in your application.

With all very best wishes



Andrew Lucas  
***Executive Director***