Horden Parish Council

Recruitment to the post of Operations and Projects Manager

Salary Grade – Spinal Column Range – 23-25

Salary Range - £34,343 - £36,363

Hours of Work – 37 hours

Membership of the Local Government Pension Scheme

Occupational Sick Pay arrangements are covered by
the National Agreement for Local Government Services (Green Book)

The Council is seeking to recruit a Operation and Projects Manager.

The main focus of the role is to manage and oversee all aspects of Outdoor Services, buildings and associated projects, serving as the key link to the Council, providing advice and identifying risks. Working alongside the Clerk to the Council and SWC & Events Manager as appropriate in support of the wide range of services projects and facilities of the Council.

You will be expected to work at sites within Horden Parish Council's ownership, as and when required.

The village of Horden is situated on the East Durham Coast, it is a former mining community with a population of approximately 8,000. We manage a range of sites including an award winning former Miners Welfare Park and cemetery.

The village is easily reached by car from the A19. There is a regular bus service and a train station.

An application pack and informal discussion can be requested by phoning 0191 5180823 or emailing admin@horden-pc.gov.uk. CV's will not be accepted.

The deadline for applications is 9am Monday 14th December 2026 applications should be sent in confidence to Mr Colin Jackson, Clerk to the Council - clerk@horden-pc.gov.uk

Interviews will take place shortly after the closing date.