



Bristol International Student Centre (BISC) – OPERATIONS MANAGER

**Are you experienced in operations management, looking to use your practical gifts to support global Christian ministry?**

We are recruiting an Operations Manager to be responsible for the day-to-day running of our centre on Woodland Road, Clifton, and to manage the team in delivering our programme of events and activities. We are seeking a highly-organised professional with a heart for global ministry, a mature Christian faith and the ability to multi-task.

*BISC is a local Christian charity that has been at the heart of international student welcome in Bristol for nearly 50 years. We welcome international students from all faiths and no faith, from every race, culture and background, offering them welcome, hospitality and community. We also offer support and fellowship to Christian international students, and to those wishing to explore the Christian faith.*

Salary: £27,000 pro rata (£21,600 for 0.8 FTE)

Hours: 30 hours a week

Location: 45 Woodland Road, Clifton, BS2 1TU

Contract: One year with potential for extension.

Application deadline: 9.00am, Tuesday 22 April 2025.

For the full job description and details of the application process, please see [www.bisc.org.uk/workwithus](http://www.bisc.org.uk/workwithus)

To arrange an informal chat about the role, please contact Alison Dawson, BISC Director, at [Alison@bisc.org.uk](mailto:Alison@bisc.org.uk).