

Simpson United Methodist Church, located in Rossville, GA, is a member of the Holston Georgia Parish (The GaP), a grouping of three area United Methodist churches that share pastoral staff and other ministry resources: Simpson, Fort Oglethorpe, and Flintstone UMC churches.

Simpson is seeking a part-time Administrative Assistant capable of managing the office, assisting the pastors, overseeing communications, and handling all aspects of bookkeeping. The ability to work with similar professionals in the other churches in the parish is important. This position is supervised by the Pastors, in consultation with the Staff Parish Relations Committee, as provided for by the United Methodist Book of Discipline. The church reserves the right to divide the position into Secretary and Bookkeeper, based on candidates' gifts.

For more information, or to apply, contact Arleen Wyatt, Chair of Staff Parish Relations Committee at arlwyatt@aol.com, or Debra Dickerson, Co-Pastor, at pastordebra@holstongap.com.