

Church Secretary

Hanover Church of the Brethren

is seeking a part-time
(20 hours per week) secretary
responsible for the day-to-day
operation of the church office.

Candidate should have good
secretarial and organizational skills
and be well versed in
Microsoft Office and Outlook.
Knowledge of Libre Draw and
Servant Keeper a plus
but not required.

**Please email resume and
cover letter to
HanoverCOB@gmail.com**