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February/March 2015

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ADVERT DEADLINE

Tuesday 17 March Email: adverts@heartof.org.uk Phone: **01903 209383**

ADVERTISEMENT POLICY

HEART accepts advertisements in good faith HEART accepts advertisements in good faith that they are genuine and that any service or event thereby promoted is reliable. By accepting advertisements it does not endorse the advertisers. If you have concerns about an advertiser, please speak to them first and, if your concern is not resolved, speak to their church elders. If still not resolved, please then inform HEART.

HEART will print the name of the church which an advertiser attends if this information is given. This is intended to aid trust between individuals within the Christian community and does not imply that the

Christian community and does not imply that the advertiser's service is a recognised ministry of that church, unless clearly indicated in the advertisement.

JOBS

ADMIN PERSON/S – HOURS TO SUIT PA AND BOOKKEEPER/ACCOUNTANT

Do you have secretarial, administration or bookkeeping skills? All three are needed to support the editor of **HEART OF SUSSEX** as we plan to expand in 2015 to fulfil the vision for a Christian newspaper.

The current lady who has fulfilled all the above roles is retiring, but will stay to 'see in' her replacements!

Ideally you will be able to give at least two half days a week in the office and be able to do some work at home.

However, it is possible to take on one or two simple tasks such as administering our 'Friends of Heart' scheme, which could be done in an hour a week!

Currently the roles are voluntary but it may be possible to find sponsorship or you may be a reader who'd like to sponsor someone.

Applicants will be comfortable in a Christian office, familiar with Church life and will be asked to provide a referee such as a minister.

Please email the Editor: heartpublications@gmail.com or call 01903 209383



VOLUNTEER TO CO-ORDINATE

recording of HEART OF SUSSEX and despatch of memory sticks. The technology and an expert recordist are there but we need someone to administer it. Please email heartpublications@gmail.com or call 0844 826 3135



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APRIL/MAY 2015

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FOR FINISHED ARTWORK RESERVE SPACE BY

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We need extra distributors for: **Brighton/Hove/ Eastbourne/Lewes**

If you have a car and would like to help expand the ministry of this paper (PETROL PAID), please contact the editor:

heartpublications@gmail.com or 01903 209383

If you can volunteer in any other areas, such as clerical and administration, please contact the editor.



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