

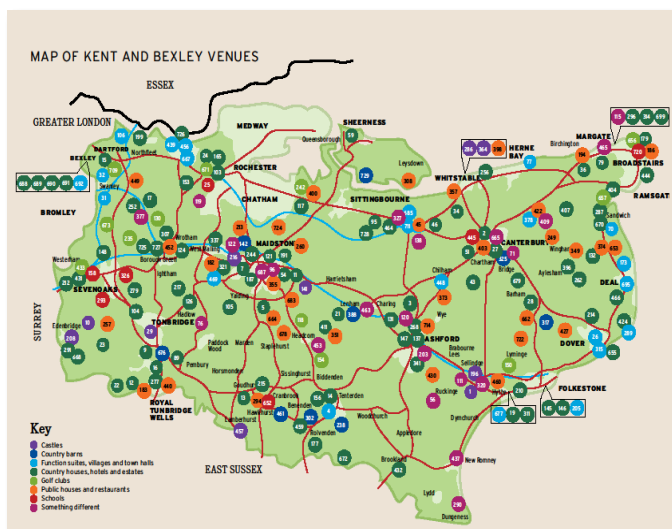
Libraries, Registration & Archives

Celebratory Officer Information Sheet



- Celebratory Offices have a dual role. Initial training is focused on the registration role, with celebrant training following, usually after one year, once you are proficient in registration
- Full training is provided for both roles
- Your uniform and equipment will be provided
- There is a paid annual leave entitlement
- It is the responsibility of the registrar to ensure the security of the schedule and certificates when travelling from your base to the ceremony location
- Travel expenses and time are paid from your district base

- There are approximately 230 approved ceremony venues in Kent and the London Borough of Bexley (see image below)
- There are also 6 Register Offices that conduct weddings on their premises
- You will be allocated to a district but will be expected to support other areas during busy periods depending on demand.
- Between June and September inclusive, our busiest time of year, staff must be available to work on Fridays and/or Saturdays



Here are a few testimonies from existing members of our team:

"There are many things I like about this role; not only do you work as part of a great team, but you also get to work at some beautiful venues and be a part of a couples' very special day"

"Every ceremony is different and every couple different too. The colleagues you work with will vary from ceremony to ceremony, but one thing always remains the same, it is a privilege and a pleasure to be part of such a special occasion"

To sum up, it's a fabulous job!"