



## CENTRAL OFFICE COMMITTEE (COC) OF THE GENERAL ASSEMBLY OF THE UPCSA

03 February 2022

Dear Applicants

### **APPLICATIONS FOR THE POST OF MINISTRY SECRETARY**

Please note that careful consideration has been given to the deadlines and timing related to the process of seeking and appointing a new Ministry Secretary following one or two queries in response to our advertisement.

We believe important points have been raised that require a review from our side. We have, therefore adjusted the date on which shortlisting of applicants will be completed, and the date on which interviews will be conducted. The shortlisting will now be completed on 28<sup>th</sup> February as indicated on the attached advertisement, but the closing date for receipt of applications remains 22<sup>nd</sup> February 2022. This will be strictly applied to allow for a proper process to be followed, including a timeous and effective handover once a successful candidate has been appointed.

We apologize for any inconvenience in this regard, but believe it was important to pay attention to the feedback received and to take appropriate action.

Best regards

Rev Glynis Goyns  
GA Church Office Committee Convenor