



NECTAMEN CONSUMEBATUR

Vacancy Advert

Ministry Secretary of Assembly of the Uniting Presbyterian Church in Southern Africa

The Uniting Presbyterian Church in Southern Africa invites suitable candidates with at least five years' experience as ordained Ministers in the UPCSAs with Masters' degrees in Theology to apply for the above position at the UPCSAs Central Office in Kempton Park.

The successful candidate should:

- Be suitably qualified and highly motivated to play a key role in the selection, academic and spiritual formation, and development of Ministers in the UPCSAs
- Work closely with the Ministry Committee of the General Assembly and the Ministry Committee Convener
- Act as spokesperson for the UPCSAs at all recognized transnational tertiary training institutions
- Have a good understanding of the UPCSAs, ideally having played a key role in one or more UPCSAs committees, and preferably be an experienced commissioner of the General Assembly of the UPCSAs
- Have the skillsets and competencies as stipulated in the job description for the Ministry Secretary of the General Assembly of the UPCSAs, especially well-developed interpersonal, pastoral, conflict resolution, and negotiation abilities
- Be highly computer literate
- Be proficient in English and, preferably, have some proficiency in other African languages
- Be aware of and sensitive to cultural differences as encountered in a transnational denomination such as the UPCSAs
- Be willing to be appointed in the position on a five-year contract.

The full **job description** can be obtained from the UPCSAs' official website: www.unitingpresbyterian.org. **Applications including a motivational letter and a full CV** should be e-mailed to the Convener of the Church Office Committee, Rev Glynis Goyns at glynis.goyns@gmail.com and also to Dr Inette Taylor at inette@worldonline.co.za. **Please note: Only electronic submissions are acceptable.** For more information on the position, contact the COHRC Convener Rev Glynis Goyns (082 856 6254). *Do not make inquiries or send any applications for this position to the UPCSAs Central Office.* The **closing date for applications is Wednesday 15th March 2023**. All applications will be treated confidentially. Applicants will be notified whether they are shortlisted or not by or before Wednesday 22nd March 2023.