



Vacancy Advert

General Secretary of the Uniting Presbyterian Church in Southern Africa

The Uniting Presbyterian Church in Southern Africa invites suitable candidates to apply for the above position at the UPCSA Central Office in Sunning Park before or by **29th February 2024**. The 2021 General Assembly urged the COC (now COHRC) find a suitable woman for this role.

The successful candidate will be:

- Recognized for having played a leading role in the life and work of the UPCSA and its General Assembly committees in Southern Africa.
- Appropriately qualified academically (postgraduate, preferably Master's degree in Theology) and possess relevant all-round managerial experience.
- Well informed about the UPCSA, its values, policies, manual and procedures.
- An excellent leader with well-developed communication skills, competent to manage the Tlo Soga Church Office staff as well as other groups and stakeholders in the denomination, represent the UPCSA ecumenically, and capable of implementing the UPCSA's vision and mission priorities.
- A highly respected ambassador for the UPCSA locally, transationally, and internationally.
- Open minded, non-discriminatory, and unprejudiced (culturally, politically, and otherwise).
- Competent to perform the administrative, operational, and strategic duties as stipulated in the job description.

The full job description can be obtained from the UPCSA's official website: <https://www.upcsa.co.za>. **Applicants including a motivational letter and a full CV should be e-mailed to the Convenor of the Church Office Human Resources Committee (COHRC), Rev Glysis Goyes at GoyesG@upcsa.co.za and Dr Inette Taylor at inette@upcsa.co.za.** For more information on the position, contact the COHRC Convenor Rev Glysis Goyes at 082 836 4134. Please do not make inquiries about and/or applications for this position to the UPCSA Church Office.

The closing date for applications is **29th February 2024**. All applications will be treated confidentially. All candidates will be notified whether they are shortlisted or not, and shortlisted candidates will be invited to online panel interviews. The recommended candidate will be ratified at the June 2024 Executive Committee and be appointed from **1st August 2024**.