



NEC TAMEN CONSUMEBATUR

# Job 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 our UPCSA Church Office in Kempton Park **before or by 29<sup>th</sup> February 2024**. 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.
- Be appropriately qualified academically (post-graduate).
- Possess relevant all-round managerial experience.
- Be well-informed about the UPCSA, its value, policies, manual and procedures.
- Be an excellent leader with well-developed communication skills.
- Be competent to manage the Tiyo Soga Church Office staff as well as other groups and stakeholders in the denomination.
- Be able to represent the UPCSA ecumenically as a highly respected ambassador for the denomination locally, transnationally, and internationally.
- Be capable of implementing the UPCSA's vision and mission priorities.
- Be open-minded, non-discriminatory, and unprejudiced (culturally, politically and otherwise).
- Be competent to perform the administrative, operational and strategic duties as stipulated in the job description.

The job description may be obtained from the UPCSA's official website: [www.unitingpresbyterian.org](http://www.unitingpresbyterian.org).

**Applications including a motivation letter and full CV** should be e-mailed to the Convenor of the Church Office and Human Resources Committee (COHRC), Rev Glynis Goyns at [glynis.goyns@gmail.com](mailto:glynis.goyns@gmail.com) and Dr Inette Taylor at [inette@worldonline.co.za](mailto:inette@worldonline.co.za). For more information, contact Rev Glynis Goyns on (082) 856-6254. Please do not make any inquiries or send any applications for this position to the UPCSA Church Office.

The **closing date for applications is now 29<sup>th</sup> February 2024**, having been extended from 23<sup>rd</sup> February. 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 Executive Commission and be appointed from 1<sup>st</sup> August 2024.