



NECTAMEN CONSUMEBATUR

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 Kempton Park **before or by the 5th April 2024**. **Although the 2023 General Assembly urged the COHRC to find a woman for this role and preference will be given to a woman if a suitable female applies, labour law requires that the invitation be open to both men and women. The position is being readvertised and applications from both women and men reopened in fairness to men who might have felt they were excluded from this process.**

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

The **new closing date for applications is the 5th April 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 Commission and be appointed from **1st August 2024**.