

The New Apostolic Church is active worldwide in all continents and in nearly all countries of this world. It is absolutely necessary for the 18 District Apostles' Areas including more than 200 officially recognised District Churches that they are steered centrally at the international headquarters of the Church in Zurich, Switzerland. Apart from many other aspects of pastoral care, doctrine and communication, a competent and qualified financial management of the worldwide Church must be ensured.

It is a great concern of the Chief Apostle and the District Apostles to organise the financial strategies of the Church still more efficient and future-oriented. For the advertised area we are looking for a full-time, qualified specialist (male or female) with main focus on Finance Management. We take it for granted that this person is a member of the New Apostolic Church.

We would like the new co-worker to be responsible for the Finance Management of the New Apostolic Church International (NACI). He/She is directly answerable to the Administrator of NACI.

Team Leader Finances (CFO) in the Finance Management of the New Apostolic Church International

Job description:

- ▶ Elaborating and supervising of a long-term financial strategy of the international Church for the next 20 years
- ▶ Close co-operation with
 - the Church leadership and the Working Group Financial Strategy of the New Apostolic Church International which is preparing objective targets on behalf of the Church leadership
 - the financial departments of the worldwide District Apostles' Areas and District Churches
- ▶ Detecting and working out of controlling systems as to how worldwide financial risks can be identified and what countermeasures can be taken; developing of early-warning systems
- ▶ Controlling of the financial reports of the worldwide District Churches. This includes:
 - Converting of annual financial allocations to District Churches from a system of fixed funds to a system of allowances for clearly defined purposes / projects; controlling of use of these means
 - Electronic Funds Transfers (EFT)
 - Controlling and evaluation of annual financial and audit reports of the District Churches
- ▶ Controlling and evaluation of church internal financial compensation among the District Churches
- ▶ Observing of legal provisions for Non-Profit and Non-Governmental- Organisations, respectively (NPOs/NGOs)
- ▶ Developing and fixing of measures for internal cost control (ICC)
- ▶ Annual submitting of NACI Financial Report to the international District Apostles' Meeting and granting of discharge to the Chief Apostle from his fiduciary duties

Professional requirements:

- ▶ Degree in economics/economic science or similar
- ▶ Skilled in balance sheets, profit and loss statements, cash flow statements
- ▶ Skilled in implementing of accounting standards
- ▶ Knowledge of reserve funds and pensions
- ▶ Experienced in controlling and auditing
- ▶ Basic knowledge in estimating financial risks and auditing of accounts
- ▶ Substantially experienced in the field of the international financial world, preferably with a banking background
- ▶ Prepared for teamwork
- ▶ Preparedness for intensive travelling is assumed; it is part of the job
- ▶ Fluent in spoken and written English and German, additional languages favourable

Our benefits:

The remuneration is in compliance with international standards for such a job definition.

Start of work:

If possible, from January 1, 2009

Place of work:

Zurich (Switzerland)

Please address until September 25, 2008 at the latest your expressive application folder to:

New Apostolic Church International
Mr. Urs Huerlimann
Ueberlandstrasse 243
8051 Zurich / Switzerland



Neuapostolische Kirche International