



The New Apostolic Church International (NACI) is the umbrella organisation of the New Apostolic Church, which numbers around nine million members in nearly 200 countries around the world. At its headquarters in Zurich, a small interdisciplinary team manages the global activities of the Church. Among other things, the subject of communications is of particular importance.

**As part of our succession planning and realignment, we are seeking a qualified individual to fill the following position in a full-time capacity beginning on 01 January 2022:**

## Head of Staff to the Chief Apostle

### Your duties

- The main focus of your activity will be the management of the Communications Services, as well as of the Project and Secretarial Services.
- The Communications Services are responsible for maintaining the Church's own international communication channels. In this capacity, you will be in regular contact with the communications officers of the District Churches around the world.
- The Project and Secretarial Services support the Chief Apostle in his work with a wide variety of project groups. They organise and document the regularly occurring District Apostle Meetings. In addition, they support the international Coordination Group, which is responsible for managing the Work Groups and Project Groups commissioned by NACI (e.g. the Divine Service Guide, teaching texts, Guide for Ministers).

### Your profile

- Completed academic university degree, preferably in the field of communications, organisation, or journalism
- Several years of experience in the areas of communications and project management
- Very good knowledge of German and English, both spoken and written—knowledge of French and Spanish is also an advantage
- Excellent communication skills and team spirit as well as organisational skills and the ability to cope with demanding work situations
- Active membership in the New Apostolic Church and the willingness to publicly advocate Church principles with conviction

We are offering you a challenging job with many opportunities for creativity in a globally active NGO. You will report directly to the Head of Administration. Your place of work will be in Zurich.

Please send your application documents with all relevant information, including details about your earliest starting date and your salary expectations, by 30.06.2021 at the latest, by e-mail or post to Marlies Kurt, NACI Human Resources Manager:

### New Apostolic Church International

Marlies Kurt  
Ueberlandstrasse 243 | CH-8051 Zürich  
marlies.kurt@naki.org

For a preliminary, confidential discussion, please contact Erich Senn, Head of Administration, by telephone at +41 43 299 41 00 or e-mail at senn@naki.org

We look forward to receiving your application.

### New Apostolic Church International

Ueberlandstrasse 243 | CH-8051 Zurich (Switzerland)  
www.nak.org

