

To work in UEM is a meaningful work with commitment, competence, efficiency and conviction. As a communion of churches in Africa, Asia and Germany we grow together into a worshipping, learning and serving community. The tasks in our three offices are as diverse as the members of our teams.

**We are seeking a qualified and visionary leader to take up
the strategic position starting April of 2026**

Executive Secretary – Finance & Administration and Deputy General Secretary (all gender)

Your tasks

- Contributing to the fulfillment of the goals of the UEM by developing and implementing strategies to diversify UEM's financial security
- Provide strategic leadership and ensure strategic alignment across the departments of Accounting, Communication & Fundraising, IT & Services, HR and Properties/Housekeeping
- Share responsibility with the Deputy Executive Secretary for ensuring effective management of the organization's operational and administrative areas
- Ensure compliance with financial governance and risk management standards
- Monitor UEM's organizational performance and provide reporting to the Management Team, Council and other advisory and executive committees of UEM
- Identify opportunities for new institutional networks, funding streams, and capacity-building initiatives aligned with the strategic goals of UEM
- Represent UEM at all national and international levels, strengthening relationships with member churches, partner institutions, donors, and other stakeholders.

**join our
mission**



**UNITED
EVANGELICAL
MISSION**

Your Profile

- Advanced degree in Finance, Business Administration, Economics or a related field
- Solid legal knowledge relevant to financial management, compliance, and institutional governance
- At least 5 years of proven experience in senior financial leadership roles
- Demonstrated expertise in financial management and fundraising strategies, with a clear understanding of their interdependence
- Strong leadership skills with a collaborative, team-oriented approach, and the ability to inspire and empower colleagues
- Strong intercultural leadership competence with fluency in both, German and English
- Readiness for travel in Africa, Asia and Europe
- Alignment with the Christian and ecumenical values of the UEM

What we offer

- A dynamic and modern workplace with a multicultural and cross-functional team
- A salary according to German collective agreement (BAT-KF, EG 15)
- Opportunities for professional development, family-friendly working hours through flexible scheduling and the option to work from home

Location

UEM Regional Office in Wuppertal, Germany, with international travel to UEM's member regions.

We look forward to hearing from candidates who are ready to contribute to UEM's vision and global mission!

How to apply

**Please send your application and CV
until 16.01.2026 to UEM General Secretary
Rev. Dr. Andar Parlindungan
(personal@vemission.org)**



www.vemission.org