

Financial Partnership Support Team Member - Full time

Applications close Monday 29 April 2024

Are you looking to serve God by using your people skills in donor support and customer service assistance? As a Financial Partnership Support Team Member, you will support AFES's financial partnership strategy by attending to all aspects of the donor lifecycle, to enable work on campus to flourish.

About you

- Personally committed to Christ, servant-hearted and passionate about the ministry of AFES.
- Accurate and thorough with high attention to detail, excellent communication skills with a customer service focus.
- High computer literacy including skills in the Office365 suite, email clients, web-browsers, and the ability to quickly become competent using FileMaker Pro and MYOB.
- Ability to work independently to manage time, set priorities and plan workload to meet objectives and deadlines within a small team.
- Appropriately qualified or with demonstrated experience.

About AFES

In prayerful dependence on God, AFES proclaims Jesus Christ at university to present everyone mature in Him, by building student groups that:

- Evangelise students by proclaiming Jesus as Lord
- Encourage growth toward Christian maturity
- Train students in the skills and character to serve Jesus and His people
- Send graduates throughout Australia and the world to serve Christ.

Working behind the scenes of the campus ministry in the AFES National Office is an opportunity to serve the staff and students and enable campus ministry to flourish.

Full Position Description

Available to [download here](#).

Remuneration

Salary range commensurate with skills and experience, available on request.

Contact

For further information about this position please contact Bec Kimpton, Team Leader (Communications & Staff Support) at staff@afes.org.au.

Applying

To apply for this position, email a cover letter (up to 2 pages) outlining how you fulfill the requirements of the job, along with your resumé, to staff@afes.org.au. The closing date is 9am Monday 29 April 2024 unless the position is filled earlier.

Those who are invited to attend an interview will be asked to complete an additional application form for working with AFES.