



Business Manager

Background

Faith Community Church (FCC) is an intentional disciple-making church, committed to growing authentic disciple-makers who love God passionately and love people practically. Our vision is to see people saved, churches revived and nations transformed for God's glory.

About the role

We are seeking an experienced Business Manager to oversee the Corporate Department of the church on a full-time basis. The successful candidate will join our growing staff team based in Willetton, Perth. The aim of the Corporate Department is to *ensure* strong Finance, Human Resource, Operations, Communications and Information Technology operations and governance in order to *enable* the church's mission of intentional disciple-making. The Business Manager will also support the Senior Pastor in shaping and executing the mission, vision, culture of the church through the Corporate Department.

Key Responsibilities and Duties:

- Lead and oversee Corporate team and functions—Finance, HR, Operations, Communications, IT
- Manage FCC's organisational risk and ensure church is compliant with all regulatory obligations
- Oversee continual improvements of organisational infrastructure, policies, and systems
- Oversee management of FCC's corporate assets and processes

Selection Criteria:

- Be a committed disciple of Jesus Christ
- Aligns with the vision, mission and values of FCC
- Minimum 3 years' experience in corporate leadership at senior level.
- Minimum 5 years' experience in team leadership over finance, human resources, and operations.
- Prior experience on staff in a large local church.
- Be people-focused but principle-driven.
- Maintains a fast, fluid and flexible approach to changing priorities and duties
- Be a self-starter. Thrives in a team environment and works well in a multigenerational and multi-department staff team

Application process:

Please submit your application to hr@faith.org.au with the followings:

- a cover letter outlining your suitability in relation to the selection criteria;
- a copy of your detailed resume including your contact details, education and professional qualifications, employment history, duties and achievements, eligibility and right to work in Australia together with details of 2 professional referees.

Applications close 30th November 2023.