

Church of the Nazarene, Inc.
Job Description Summary

Title: Financial Analyst/Administrative Coordinator
Office: Financial Services
Reports To: General Treasurer

Summary:

This person will assist the General Treasurer with various financial analysis projects, as assigned. In addition, responsibilities will include facilitating communication between the General Treasurer, the accounting/finance teams, General Board committees, and all other ministry and administrative offices of the Global Ministry Center. He or she will also assist with coordination of various board, committee, and management meetings.

Please contact Human Resources at humanresourcesgroup@nazarene.org for more details on the job description and qualifications. Thank you!