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Project Officer – Theological Education

Applications close Friday 6 February 2026 | [Download the full position description](#)

Project Officer – Theological Education

Anglican Aid is looking for a skilled and passionate part time Project Officer to join our Theological Education team. In this role you will manage a variety of projects that seek to equip Christian leaders with biblical knowledge and ministry skills for strengthening God's church through Anglican Aid partners.

You will help:

- Assess and process requests from current and potential partners to fund theological education projects.
- Ensure all projects are managed well to serve both the partner and Australian compliance standards.
- Facilitate the preparation and processing of payments to project partners.
- Monitor and evaluate the projects.

This is a unique opportunity to use your project management skills with a passion for theological education. Join a gospel driven team committed to seeing churches transformed in the world's poorest communities.

We are looking for a team member with:

- Relevant work experience in project management in human services, community development or related field (eg ministry training).
- Experience in cross cultural work, with some understanding of different modes of theological education and ministry skills development.
- Experience in CRM administration, data entry and analysis, and report development. Salesforce experience viewed favourably.
- Skills and passion to work in a small team, independently and co-operatively.

The successful candidate will have qualifications in a relevant discipline such as international development, project management, business and/or information systems. You will be a committed evangelical Christian with a passion for global mission.

[Download the position description](#)

Only applications from Australian citizens or permanent residents will be considered.

Please send your cover letter and resume to jobs@anglicanaid.org.au