

National Spiritual Assembly of the Bahá'ís of the United Kingdom

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When replying please
refer to: SRL-21977
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9 Masá'il 170 B.E.

To all the believers in the United Kingdom

Dearly loved Friends,

The National Spiritual Assembly is pleased to share with you, news of a part-time position for one day a week. The position being advertised is for the role of Legal/Administrative Officer. Please see below a short description for this role:

With some support from a panel of Bahá'ís with a legal background who serve as volunteer advisers, the Legal/Administrative Officer will handle the many and various legal and administrative matters that arise during the course of the Assembly's work, with more complex issues being referred to a firm of legal advisers. This will include property, employment, estate/will/trust matters, as well as compliance issues in areas such as data protection, company and charity law. A general legal background would be helpful, but is not essential. However, some experience with handling property matters would be most useful. It is anticipated that with proper communications systems in place the role could be carried out from anywhere within the United Kingdom.

Individuals who would like to apply for this post, which is remunerated, but also can be undertaken on a voluntary basis, are asked to kindly submit a copy of their Curriculum Vitae, together with a letter sharing their reason for applying for this service to the National Spiritual Assembly of the Bahá'ís of the UK, 27 Rutland Gate, London SW7 1PD, or by email to nsa@bahai.org.uk.

Please share this communication with those who may not have access to NEWS.

With loving Bahá'í greetings,

National Spiritual Assembly



Patrick O'Mara,
Secretary