

**Episcopal Diocese of Northern California
Office of the Bishop, Sacramento, CA**



Executive Staff Support

This Executive Staff Support position has been created to work alongside Michelle Karimi to enable the Canon to the Ordinary and related staff to carry out their mission and ministry in the diocese.

Demonstrate and utilize overall knowledge of procedures, protocols, and expectations regarding the following: clergy transition processes, database management, Safe Church purpose and program, and other programs of the diocese.

Application Information

To apply, please send a cover letter and a copy of your resume to Jacqi Seppi, Executive Assistant to the Bishop, at jacqi@norcalepiscopal.org.

In the subject line of your email please include your name and "Executive Staff Support."
The position will remain open until filled.

For additional information or to learn more about our diocese, please contact andrea@norcalepiscopal.org