

May 3, 2025

Notices

South Leeward Conference Headquarters



(Plus General SLC Notices - All Territories)

Office of the President

This month will make five years since Let’s Talk first aired. Over the last five years, we have discussed a wide range of issues including health, doctrine, music, reproduction, marriage and divorce etc. Let’s Talk has been on a few weeks break but will be back from next Sabbath. May 10, 2025, at 3 p.m. Help celebrate our fifth anniversary by inviting your friends and contacts to join the discussion.

Over the past few weeks, and as per our strategic directives, we have been focusing on a series of education consultations in Antigua. We have thus far had sessions with staff members of your primary and secondary schools and have shared in Sabbath services with the West and North Zones. On Thursday, May 15, 2025, at the St. Johns Seventh-day Adventist Church, the Education Consultation Committee will host a special meeting of all Seventh-day Adventist professions—to include Seventh-day Adventist teachers in public and other private schools. You have an important contribution to make as we seek to raise the standard in delivering the highest quality Adventist education. We look forward to your presence.

The Education Consultation Committee will also host meetings with the following groups to get feedback and suggestions:

- Early Childhood School Parents—Thursday, May 8— at 5 p.m.
- Early Childhood School Board—Thursday, May 8, at 6:30 p.m.
- New Bethel Academy Parents—Monday, May 12 at 5 p.m.
- New Bethel Academy School Board—Monday, May 12 at 6:30 p.m.
- Antigua SDA Parents—Tuesday, May 13 at 5 p.m.
- Antigua SDA School Board—Tuesday, May 13 at 6:30 p.m.

Thanks for your kind attention and cooperation.

Office of the Executive Secretary

Vacancies:

Applications are invited from suitably qualified persons for the position of **Office Manager** at the New Bethel Academy:

Job Summary:

The position of **Office Manager** consists of being responsible for providing administrative and clerical services to ensure effective and efficient operations.

The main responsibilities include but are not limited to the following:

- Handling the day-to-day financial activities of the school.
- Providing financial statements to the school board.
- Providing secretarial assistance to the Principal and staff as necessary.
- Maintenance of proper financial records for the school.

Experience and Qualities Required

1. Bachelor's Degree in Business, Accounting, or any other related field
2. Proficiency in MS Office (Word/Excel/Outlook)
3. Good administrative and communication skills

Applications should be addressed to:

The Human Resource Director
South Leeward Conference of SDA
P.O. Box 109
St John's, Antigua

Or email: slmsecretariat@slcadventist.org

The deadline for the submission of applications is May 30, 2025.

Applications are invited from suitably qualified persons for the position of **Administrative Assistant** at the South Leeward Conference:

Job Summary:

The position of **Administrative Assistant** encompasses a wide range of tasks to ensure the smooth and efficient operation of an office, including administrative support, communication, record keeping, and coordination of various office activities.

The main responsibilities include but are not limited to, the following:

- Maintain accurate and up-to-date records, correspondence, files, and other essential documents.
- Protect organizational integrity by maintaining confidentiality of sensitive information.
- Organize and coordinate meetings, conferences, and travel arrangements.
- Schedule, arrange, and confirm appointments.
- Assist with data entry, database management, and preparation of reports.

Experience and Qualities Required

1. Associate's degree or bachelor's degree in business administration, management, or a related field.
2. Proficiency in MS Office (Word/Excel/Outlook)
3. Excellent organizational and time management skills.

Applications should be addressed to:

The Human Resource Director
South Leeward Conference of SDA
P.O. Box 109
St John's, Antigua
Or email: slmsecretariat@slcadventist.org

The deadline for the submission of applications is May 6, 2025.

Adventist Possibility Ministries

The Adventist Possibility Ministries department, in recognition of Possibility Ministries Day on May 17, 2025, will be hosting its Mental Health Ministry program at the New Bethel Seventh-day Adventist Church, under the theme: “An Ounce of Prevention.” On that same Sabbath, the Physical Disability Ministry will be hosting their program at the Jennings Seventh-day Adventist Church, guided by the theme: “My Disability is My Ability.”

Then, on May 24, 2025, the Blind and Low Vision and Mental Health ministries will be celebrating at the Parham Seventh-day Adventist Church under the theme, ‘An Ounce of Prevention’.

Adventist Community Services

The South Leeward Conference’s Community Services department announces the celebration of Community Services Day in each congregation across the island territories on Sabbath, May 31, 2025. This is the day when every congregation should feature community impact ministries and reports on ministry plans and projections. This celebratory event will be themed: “Creative Ministries for My Community.” Let us all plan and pray for the success of this event.

Personal Ministries

The Lay Preachers’ Federation of Antigua, in collaboration with the Personal Ministries department presents, ‘Insights into the Great Controversy’. Join us for an exciting and interactive radio program that explores the Great Controversy and God's love for a fallen planet.

Tune in on Sunday afternoons from 6 p.m. to 7 p.m. to be blessed, edified and encouraged. This new program will officially begin on Sunday the 11th of May on Second Advent Radio. Come and listen as pastors, lay leaders, and members share important messages for our times.

Education

The New Bethel Seventh-day Adventist Academy, in Liberta, is currently accepting applications for new students for the new school year commencing in September. Application forms can be obtained at the school, Mondays to Thursdays 8:30 a.m. – 3 p.m., and on Fridays 8:30 a.m. to 12 noon. Application forms should be returned, with all required documents, by Friday, May 30, 2025. Please contact the school at 562-7218 for further details.

90th Anniversary Antigua Seventh-day Adventist School

Calling all alumni! Join us for three exciting, exhilarating, and enchanting experiences as we celebrate 90 years of Seventh-day Adventist Christian Education!!

Event One

Celebratory March

Date: Sabbath afternoon, June 21, 2025

Time: 3:30 p.m.

Platoons with year groups:

- Alumni T-shirts [1934-1984]
- Beige and pink [1985-1994]
- White dress uniform [1995-2004]
- PE [2005-2014]
- Current uniform [2015-2025]

Event Two

Fun in the Sun

This event includes a circumnavigation where we'll view our offshore islands, geographical sites, and some of our secluded beaches from the deck of the Excellence Catamaran.

Date: Sunday, June 22, 2025

Capacity: 90 persons

Time: 9 a.m. to 3 p.m. [Kindly assemble by 8:30 a.m.]

Sea bathing Location: Green Island

Cost: XCD \$225.00

Event Three

A Night of Elegance Under the Stars

Join us for a glamorous Gala Banquet

Date: Sunday, June 29, 2025

Capacity: 300 Persons

Location: Casa Palmadita

Time: 6 p.m. – 9 p.m. [Please assemble by 5:30 p.m.]

Dress code: White & Gold Elegance

Cost: XCD \$225.00

Special offer: If you attend both events, you will receive a discounted price of \$400.00. A deposit of 50% is due on or before April 30, 2025. Final payment will be on May 30.

All payments will be made at the Seventh-day Adventist School between the hours of 9 a.m. and 3 p.m. We hope to see you there!

Publishing and Personal Ministries

Calling all members of the South Leeward Conference! You are cordially invited to participate in The Great Controversy Project. This exciting initiative will undertake the distribution of 30,000 copies of the Great Controversy in Antigua and Barbuda. All contributions toward the Great Controversy Project should be placed in the tithe envelope with the note, "Great Controversy Project". Each local church should remit the payments to the Adventist Book Centre. Thank you for your cooperation.

We encourage all members to be involved in the distribution of this transformational book.

Kindly contact your local Personal Ministries leader for more information.

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St. Kitts & Nevis

**See the Antigua page for
general notices affecting
all islands.**

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