COMMUNICATIONS DIRECTOR

The communications director works with the staff and ministries of Faith Church to communicate the vision, culture, and activities of Faith Church.

The leadership of Faith Church has agreed that we are committed to the disciplines of prayer, growth, and work to complete the works God has prepared for us. For the Communication Director, that looks like:

**PRAYER**
- Praying for God’s blessing and provision for the communications team.
- Praying for and with the people of Faith Church privately and as a part of the leadership team on Sunday mornings.

**GROWTH**
- Be committed to personal Bible study and ways of spiritual growth.
- Maintain a healthy life balance managing work, family and personal growth demands.
- Find resources that advance ministerial and/or personal growth.

**WORK**
- Create and execute a church-wide communications plan.
- Develop and manage a team of staff and volunteer content creators and content managers.
- Distribute all congregational communications.
- Prepare communication that appears in print bulletin, website, app, social media, verbal announcements, and announcement slides.
- Serve as the church’s brand manager, responsible for safeguarding how the church’s brand is portrayed in all communications pieces.
- Work with local media outlets to share stories about how our church is impacting the community.
- Take responsibility for the communication of church events by ensuring the event is on the calendar, rooms are reserved, and the event is communicated to the congregation.
- Review all church-branded communication ensuring every piece of content is grammatically correct, aligns with church doctrine, and falls within the brand framework.
- Develop and communicate culture through storytelling (congregational stories through video, photo, and Behind the Bow).
- Prepare the weekly Sunday sermon and MidWeek teaching videos for the website and social media.

This is a part-time position reporting to the lead pastor

Submit your resume by email to careers@faith-epc.org by January 6, 2020

Faith Church is in Rochester Hills, MI. Full Job Description can be found at: http://faith-epc.org/faith-church-communications-director/