

COMMUNICATIONS & MARKETING DIRECTOR



LIBERTYHEIGHTS
CHURCH

Role

Title	Communications and Marketing Director
Reports to	Executive Director of Weekend Gathering & Reach
Category	Ministry Director
Status	Full-time salaried (estimated 40-45 hours/week), plus benefits

Position Description

The Communications and Marketing Director creates, organizes, plans, and implements effective communications messages and strategies for/with church and community audiences. The individual collaborates with church and ministry leaders to convey their vision and communications priorities to appropriate audiences in a way that best reflects church priorities.

Key Responsibilities

- Support the ministry goals of Liberty Heights Church through the application of expertise primarily in areas including the written word, project design/management, and creative social-media engagement.
- Develop a multi-channel communications strategy driven by the church's mission/vision/values.
- Oversee the comprehensive calendar for all church events and activities.
- Maintain the workflow of all active communications/creative projects to ensure deadlines are met.
- Proactively anticipate creative communication needs across campuses to ensure the workflow remains as steady as possible to accommodate all creative requests.
- Partner with ministries, meeting with them and creating communication plans to mobilize their specific audiences to respond.
- Ensure high quality and high-impact communications to reach both internal and external audiences.
- Participate in the creation of digital and print content.
- Manage any external vendors needed in the communication or digital realm to ensure the best partnerships.
- Monitor and safeguard the brand identity of the church.

What a Strong Candidate Would Look Like:

- Committed follower of Jesus Christ (candidate will be asked to become a member of Liberty Heights Church).
- Bachelor's Degree preferred with emphasis in communications, media, or related field, or at least 2-4 years of experience in a church communications role.
- Experience with digital communications, social media, and website development.
- Excellent written and oral communication abilities and proficiency in principles of graphic design, web, print, and video.
- Strong organizational skills and gifted at providing systems and structure to help power the communications ministry in a healthy and sustainable way.
- Familiarity with basic design principles utilizing software such as Adobe Creative Suite.
- Availability to work Monday–Friday during regular business hours.

Please forward cover letter and resume to *chris.anderson@libertyheights.org*