



TITLE: Communications Director

I REPORT TO: Co-Lead Pastor

CATEGORY: Part Time, 21 hours per week

LAST UPDATED: October 2018

Qualifications

- A college graduate with a strong history of church involvement, and experience in marketing or project management
- Proven track record with project management, developing project plans, coordinating projects, communicating changes and progress, completing projects on time and budget, and managing complex teams and project team activities
- Strong assertive leader with relational giftedness
- Integrated and mature spiritual journey, and passionate about the Church as the hope for the world
- Collaborates effectively with creatives and strategists
- Ability to manage and prioritize multiple projects simultaneously
- Able to see an idea through to completion
- Strong influencer with ability to bring direction to various types of leaders
- Church ministry experience strongly desired
- Excellent written and oral communication skills
- Agility and capability in problem solving
- Prompt and diplomatic decision-making abilities
- Strategic leader with positivity and relational strengths
- Diplomatic but able to enforce a decision
- Proven skills that foster trust, respect and teamwork among staff, members, and volunteers, and a common focus on excellence in all areas
- Self-motivated, not needing micromanagement
- Innovative, proactive, resourceful and an effective problem solver
- Extremely adept at managing time and projects

General Responsibilities – Communications Director

- The Communications Director will maintain an excellent and compelling organizational identity through a focused voice and a clear, unified, comprehensive communication strategy that supports GBC's mission and ministry objectives.
- This individual will be a strong leader to his/her areas of oversight, which includes a staff team, contractors, and volunteers in the areas of design, print, story, web/app, copywriting and social media. They will also be able to dynamically manage the multifaceted responsibilities related to the position.



- They will be gifted at creating compelling promotional campaigns to drive attendance and engagement. They will effectively collaborate with all interested parties to champion the voice and values of GBC through all available and necessary communication mediums.
- The ideal candidate for this position will be a proficient leader/developer of creatives. This individual will be both assertive and commanding, with a strong desire to achieve and exceed expectations with a high sense of excellence.