

COMMUNICATIONS DIRECTOR

Bartlett Location

The Village Church of Bartlett is searching for a Communications Director to oversee on-the-ground ministry support at our Bartlett location. The Communications Director will report to the Communications Manager and interact regularly with the church's Ministry Directors to develop and produce content that both supports our ministries and encourages connection. The Communications Director needs to partner with our staff to execute our mission of making disciples of Jesus who go, grow, and overcome.

To be successful at Village Church, the Communications Director must be experienced and fruitful in:

- **Leadership:** leading and managing teams, recruiting and leading volunteers, leading and releasing creatives, leading & encouraging non-creatives
- **Discipleship:** passionate about making disciples, especially through the written and spoken word
- **Communication:** gifted communicator, both in written and spoken word, comfortable in large or small groups of people, able to helpfully communicate the Bible

QUALIFICATIONS

Education and Experience

- Bachelor's degree, preferably in communications or marketing field
- At least 2-5 years of experience in communications or marketing

Professional Skills and Abilities

- Email development/design (HTML knowledge not required)
- Social media content strategy and execution
- Excellent written and spoken communication
- Excellent organization and prioritization
- Strategic planning and project management; event management/promotion experience a plus
- Storytelling through all mediums, including video
- Adobe Creative Cloud suite
- Google Suite and Apple Platform
- Digitally competent
- People-oriented

Job Details/Areas of Oversight

- **Ministry Support:** Regularly meet with and support the initiatives of our adult discipleship, outreach, and next gen ministries
- **Branding:** Manage branded item requests and graphic design for all ministries, and ensure implementation of brand standards
- **Website:** Build and coach a team of volunteers who keep our website fresh and accurate
- **Social Media:** Build and coach a team of volunteers who regularly engage in social media connection within our Facebook Groups and Sunday morning livestream
- **Photography:** Build and coach a team of volunteers who capture life at Village Church via photos and edit them within our brand guidelines
- **Digital Discipleship:** Work with the Communications Manager & Digital Discipleship Director to execute on collaborative projects within our Digital Discipleship initiatives, including video, podcasts, and online distribution

To apply for this position, go to vcob.org/employment and fill out our employment inquiry form.