

Job Description: Associate Director of Creative Communications



Job Title	Department	Reports to	Status	Start Date
Associate Director of Creative Communications	Engagement & Development	Director of Engagement & Development	Full Time (Exempt)	Jul 1, 2019 or ASAP

Our Roadmap: Where BelPres is Going

BelPres is committed to bring Jesus' healing wherever we live, work, play, and learn. To do this, we are focusing on four areas: community, discipleship, racial justice, and equipping and empowering youth and young adults. We strongly desire to reflect the kingdom of God and therefore encourage a diverse pool of applicants. We act because we believe. We love because we are loved by God.

The Impact You'll Be Making

The Associate Director of Creative Communications is responsible for developing, leading and communicating the BelPres vision and roadmap, our message and stories about what God is doing among us, and what he is calling us to. You will report to the Director of Engagement and Development and manage the communications department including the BelPres brand, public relations and social presence in the community. You will be responsible to design and articulate engaging, powerful and creative storytelling, leveraging all forms of content and media across all available platforms, and ensuring that every piece of content is technically effective, grammatically correct, doctrinally accurate, and within the BelPres brand framework. This role will collaborate across all departments to develop and deliver engaging storytelling and creative elements for events and Sunday services including worship graphics, videos for programs, sermon series, campaigns and announcements.

Who We Are Looking For

Skills & Knowledge

- Personal and growing commitment to Jesus Christ and a commitment to the mission of BelPres
- Excellent interpersonal, verbal, and written communication skills, love of language and desire to compel the reader/listener
- Demonstrated ability to create innovative ideas, supporting execution plans, and compelling content for visual pieces that increase engagement, both individually and as a team leader (a portfolio of previous work is required)
- Demonstrated ability to align various communication platforms (print, web, video, social media, etc.) by effectively leading and managing a team of staff, including freelance and volunteer content creators and editors
- Demonstrated experience with brand management
- Knowledge of creative platforms and openness to learning new skills (Adobe Creative Suite experience preferred; Planning Center Online, Basecamp, and Canva experience helpful)
- Demonstrated experience creating and managing budgets
- Minimum three years' experience of video production and editing preferred

Job Description: Associate Director of Creative Communications

- Ability to recruit and retain volunteers and contractors from the congregation and surrounding community
- Ability to communicate through variety of media and platforms, including website and social media
- Outstanding command of written English, including spelling and grammar

Culture

BelPres is looking for applicants who desire to embody and help us create the following cultures at BelPres:

- We Are One Team, Fully Present: Our communication is built on trust, and we are quick to give grace
- We Are Intentionally Innovative: We aren't afraid to challenge the status quo
- We Care Big: We assume good intent and have a bias for action and timeliness
- We Do Hard Things: We believe in a God who calls us to work together and makes the impossible possible

How To Apply

Please complete an application (found at belpres.org/jobs) and submit it along with your resume and cover letter to:

Tiffany Meaney

tmeaney@belpres.org

1717 Bellevue Way NE

Bellevue, WA 98004