

Job posting: Director of Marketing and Communications Strategy

Job type: Full time, exempt

Schedule: Business hours with occasional evenings and weekends as needed

Summary

St. Martin's Episcopal Church is the largest Episcopal Church in North America. Through pastoral care, outreach, Christian education, and thousands of events, Saint Martin's staff serves a congregation of over 9,600 parishioners and numerous communities across the city of Houston.

The Director of Marketing and Communications Strategy supports the Church by developing, managing and directing cohesive, consistent marketing and communications strategies that support programs and initiatives through the website, social media, print, promotions, design, video, brand management, media and public relations. Through daily operations, he or she must be committed to the Mission and Core Values of St. Martin's Episcopal Church, which includes bringing as many people as possible to know, love, and serve God as revealed through Jesus Christ, through the power of the Holy Spirit.

As part of St. Martin's family, employees not only receive a comprehensive benefits package that includes medical and dental insurance and retirement contributions, they also get to experience St. Martin's mission first-hand.

Essential Functions

- Provides strategic oversight of the Communications Department while leading a positive staff culture that fosters an environment of servant leadership.
- Builds and maintains solid partnership with all stakeholders to create, develop and direct strategic communications.
- Develops content and direct creative execution to provide a consistent, targeted, and impactful message.
- Directs the use of branding guidelines and standards across the board in all church communications.
- Creates, writes, and develops special messages and publications (e.g., Annual Parish Report, Stewardship Campaign, special STAR features, etc.)
- Acts as public relations and crisis management expert providing essential and timely advice to leadership.
- Develops and maintains positive professional relationships with various members of the media.
- Assists executive leadership in developing presentations, speeches, and other important messages.
- Researches and understands key challenges, historic events, target audiences, and environmental factors that impact programs, ministries, and projects.
- Acts as spokesperson and responds to members of the media; composes and distributes press releases as needed.
- Manages allocated budget to ensure best use of resources.
- Performs additional duties as assigned.

Education, Skills, and Experience

- Bachelor's degree in journalism, strategic communications or equivalent.
- Ten years of work experience in journalism, marketing, and public relations. Non-profit experience preferred.
- Demonstrated experience with all types of social media and working knowledge of videography, graphic design, Microsoft Office and web content management systems.
- Experience leading a team, mentoring, and coaching subordinates effectively.
- Excellent communication skills both orally and in writing.
- Creativity, resourcefulness, and customer focus.
- Ability and resiliency to manage ambiguity, complexity, and conflict.
- Skillful at balancing stakeholders, using persuasion, and building networks while fostering a collaborative and trusting culture.

EEO/AAP

St. Martin's policy and intent is to provide equal opportunity and employment in its practices.

Candidates called for interviews will need to complete a written assessment showing their skills.

Please submit your resume along with samples of prior work to recruiter@stmartinsepiscopal.org