

The Church of the Heavenly Rest, an Episcopal community in Abilene, Texas, is seeking a Director of Communications.

Founded in 1883, Heavenly Rest is a dynamic, growing parish in the Episcopal Diocese of Northwest Texas. In recent years, the congregation has grown substantially, thanks in part to an effective New Member Formation program. The parish has recently called a new rector and is well-positioned to increase its profile in the Abilene community and beyond.

The primary responsibility of the Director of Communications will be to create a cohesive message that reflects the vibrancy and faithfulness of the Heavenly Rest community to audiences inside and outside the parish. The Director must be able to use strong writing skills to produce press releases and communicate with media outlets in the Abilene area. Additionally, the Director will establish systems to facilitate effective communication within the parish. The Director will coordinate the production of all printed materials, including worship bulletins and the monthly newsletter. The person hired for this position will be experienced in leveraging social media such as Facebook, Twitter, Instagram, and email marketing platforms. The Director will be able to help church members drive traffic to these social networking sites and keep the church and the Rector informed about opportunities and challenges in the digital space.

The Director of Communications will manage, support, and enhance the church website as the primary point of contact for potential members of the parish. The Director will also create and implement systems for welcoming visitors and encouraging others to become a part of the church community.

Teamwork will be of paramount importance as the Director will work closely with the rector and staff, as well as church leaders and members. The Director of Communications must be willing and able to work well with paid staff and lay volunteers.

Most of all, the best candidate for this position will be able to use his or her skills to foster the church's ultimate goal of proclaiming the gospel of Jesus Christ in all that we do.

Position Requirements:

- Bachelor's Degree or equivalent
- Working knowledge with InDesign and Adobe suite of publishing software
- Demonstrated experience creating and implementing a communications plan

Please send a resume and a cover letter by July 1, 2019 to:

The Reverend David F. Romanik
dromanik@heavenlyrestabilene.org
(325) 677-2091