

Digital Marketing & Communications Specialist

Position Description

This dynamic and crucial role has key leadership for the planning and managing of the ministry's communication and media portfolio and is the "keeper of the brand."

The position manages multiple No Regrets communication resources, revision projects and navigates technical delivery methods. The Specialist will oversee developing, launching, delivery and evaluation of No Regrets Leadership communication content, as well as build teams for writing and creative applications.

The ideal candidate has a love for Jesus, a heart for ministry and is tech savvy. They should be familiar with Learning Management Systems (LMS) as well as possess excellent digital marketing, project management, team building and communication skills. The position reports directly to the No Regrets Men's Ministry Executive Director.

Position Requirements & Qualifications

- Vibrant and growing personal relationship with Jesus Christ
- Supports and endorses No Regrets Men's Ministry, their statement of faith, vision, and core values
- Minimum educational requirement is a bachelor's degree in a related field
- Proficient in Google software tools (file sharing, scheduling, and meeting management)
- Project administration skills and ability to prioritize multiple projects.
- Ability to build and work productively with multi-functional teams for productivity
- Church ministry experience (paid or volunteer) is preferred
- Strong verbal and written communications skills.
- Experience in managing and maintaining Learning Management System (LMS)

Summary of Responsibilities

- Edit and brand all print and electronic communications (artwork, logos & language)
- Write content for website and newsletters as well as develop talking point pieces for NRMM ambassadors
- Oversee all aspects of the social media and digital exposure for the ministry
- Create and supervise videos scripts and taping
- Collaborate with graphic designer on projects
- Create a training library by editing & formatting all training materials to reflect clear messaging of who NRMM is
- Plan and execute communication calendar including but not limited to:
 - > Mailchimp messages: monthly newsletters
 - > Resource announcements: Basecamp, cohorts, podcasts, and donation campaigns
 - > Social media publicity: images & videos including Subsplash

Employment Information

This is a full-time, 30 hour per week non-exempt position

Hybrid position option-majority of the position could be managed remotely with some in office days required

Salary depends on experience, skills, and education.

To apply email resume to: jobs@noregretsmen.org