



GENERAL COMMISSION ON RELIGION AND RACE

of The United Methodist Church

Position Opening: Communications Director

The General Commission on Religion and Race (GCORR) of the United Methodist Church (UMC) is responsible for ensuring institutional equity, diversity and intercultural competency at every level of the church. GCORR provides an opportunity to work with talented people in support of a mission. We are a dynamic, evolving organization that values a strong work ethic, strategic thinking, teamwork, and mutual respect. We are in search of a Communications Director to complete and compliment our team.

Position Overview:

The Communications Director will provide strategic communications direction and tactical support for the General Commission on Religion and Race. The Communications Director is expected to exhibit creative initiative, exercise confidentiality, and multi-task effectively. The primary role of this position is to develop and guide the strategy for all communications collateral, including print and interactive online content, social media sites, and external messages to consistently articulate GCORR's mission and vision. Reporting directly to the General Secretary, the agency's top official, this director will be a key partner in helping GCORR support the UMC's goal of attracting more people, younger people, and more diverse people to the denomination.

Responsibilities:

- Create and implement an annual strategic communications plan that best publicizes GCORR's Ministry Model and core work to target stakeholders and key audiences.
- Develop and guide the strategy for all communications collateral, including print and interactive online content, social media sites, and external messages to consistently articulate GCORR's mission and vision.
- Manage, lead, and supervise communications team.
- Track and measure the level of engagement reached across each GCORR communications platform as well as with targeted stakeholder groups.
- Provide strategic and creative thinking, with the confidence to introduce new perspectives and approaches to challenges and assigned projects.

Qualifications

- A strong commitment to GCORR's mission, values and goal of promoting intercultural competency.
- At least 3-5 years of communications experience, especially managing projects as well as staff and/or consultants. Bachelor's degree in a relevant field of study.

- Excellent project management skills with strong attention to detail, and demonstrated ability to work independently and complete tasks in a timely manner.
- Excellent interpersonal skills and ability to interact with a wide variety of people both internally and externally.
- Excellent writing/editing and verbal communication skills.
- Flexibility and willingness to take on a variety of tasks, which small organizations often require, along with an ability to work effectively in a highly collaborative, team environment.
- Experience developing and implementing effective communications strategies.
- A proven track record as an implementer who thrives on managing a variety of key initiatives concurrently.
- Must be a self-starter who is able to work independently, and entrepreneurial; enjoys creating and implementing new initiatives.

Compensation:

Annual salary range \$70,000 -\$80,000 depending on experience, pension, benefits, 22 days of paid vacation/sick leave, comprehensive medical, dental and accidental death insurance; other benefits as outlined in the Employee Personnel Manual. This is a full-time exempt position with 25 percent travel. The position is located in Washington, DC – paid relocation assistance is negotiable.

Hiring Policy:

The General Commission on Religion and Race is an equal opportunity employer and considers applicants for all positions without regard to race, color, age, gender, national origin, disability, sexual orientation or any other legally protected status. Denominational membership is not required.

Procedure and Deadline:

Send a cover letter, resume and your thoughts about the commission's values and vision (www.gcorr.org) by June 1, 2015. Incomplete applicant information will not be considered.

Send application information to:

froberts@gcorr.org

-or-

Ms. Frances J. Roberts, AGS Administration/Human Resources
100 Maryland Ave NE #224
Washington, DC 20002-5625