Director of Communications
Job Application Packet
Greetings to prospective applicants and friends,

Trusting in the Lord’s help, Trinity Presbyterian Church—a large, multigenerational church in Charlottesville, Virginia—requests applications for the position of Director of Communications. Our earnest hope is that this role will be used by God to strategically oversee and develop Trinity’s communication efforts to enable us to be the church we want to be.

We serve a God who communicates, and He does so with creativity, beauty, words, and relationships. God communicates through His Word and through His works of creation, and ultimately through His Son Jesus, who is the Living Word. At Trinity, we desire for all our communication to reflect the goodness of God and to draw people to Him and to each other. Our congregation has active members from all generations, and we desire to reach each of them effectively, as well as to be a winsome presence in our city. The Director of Communications will provide leadership, oversight, and management of communication efforts across all media, and will use these tools to develop a connection strategy.

Our ideal candidate will have been formed by practice into a catholic, Reformed, evangelical faith that is engaged in mission locally and globally. As catholic, we affirm and embrace what is believed by all Christians in all times and places. As Reformed, we affirm and embrace God’s decisive work in calling and saving us. As evangelical, we affirm and embrace the good news of God’s saving work in and through Jesus. We exist as a missional community for our time, loving and serving our neighbors and proclaiming the gospel locally and throughout the world.

If you would like to pursue this position, please send a cover letter and resume to Toni Kim at jobs@trinitycville.org. Please email or call (434) 260-8830 to refer an applicant or request additional information. We will receive applications until July 24, 2020.

We are grateful for your interest in our search and your prayerful consideration of whether the Lord is calling you to our fellowship.

In Christ’s joyful service,  

Toni Kim, Chair, Communications Search Committee
Kristy Amacker, Greg Breeding, Paigelee Chancellor, Matthew Dean, Jon Goodall, and Jesse Robinson
GOAL | Serve the pastors, ministries, and congregation of Trinity Presbyterian Church by providing leadership, oversight, and management of Trinity’s communication efforts in all media, and by developing a connection strategy and program that aligns with our mission, vision, and goals.

TIME COMMITMENT
• Full-time Manager
• Basic schedule + Sunday & evening duties

ACCOUNTABILITY
• Reports to Managing Director

CHARACTERISTICS
• Thoughtful, wise, seasoned walk with Christ

EXPERIENCE
• Two years of professional communications experience, preferably with nonprofit, church, or para-church organization
• Experience with engaging inter-generational and cross-cultural audiences

SKILLS
• Leadership and vision casting
• Excellent written and oral communication skills
• Team and project management
• Strong organizational and coordinating skills
• Graphic design, website content management, and social media

KEY MINISTRY OBJECTIVES

Communications
Cast vision for overall communications strategy in a manner that supports the mission and vision of Trinity Presbyterian Church.

• Work with Session (elders) and Chapter (senior staff) to update and establish communications guides.
• Keep congregation informed about church news and events.
• Develop outreach strategy for communicating and connecting with potential visitors.
• Coordinate efforts to publicize church services, events, and functions to the Charlottesville community.
• Serve as church contact for external media seeking information from or about the church.
• Create and implement strategy for communications in media including websites, social media, email, video, digital media, and print.
• Oversee production of communication products created by individual ministries.

Connections
Oversee development of connection practices and processes in a manner that supports the mission and vision of Trinity Presbyterian Church.

• Strategize ways for helping newcomers get connected to the church.
• Maintain database of congregation and their involvement in the church.
• Coordinate with Assistant Pastor for Community Life with regard to small groups, hospitality, Welcome Ministry, Accessibility Ministry, etc.
• Coordinate with Director of Spiritual Formation regarding Intro to Trinity class and membership process.
• Create measurement and reporting system for the connection process.
• Learn Planning Center and suggest new and better ways to utilize the system.
OUR DOCTRINAL COMMITMENTS

TRINITY CHURCH: catholic, reformed, and evangelical

CATHOLIC* From its founding, Trinity Church has understood itself to be a part of the “one, holy, catholic, and apostolic church.” This means that Trinity firmly and fundamentally embraces the foundational creedal doctrinal commitments of the church catholic, as found in the Apostles’ Creed and Nicene Creed.

REFORMED Within its catholicity, Trinity Church also understands itself as a self-conscious heir to the Protestant Reformation. This means that in addition to the creedal doctrinal commitments of the church catholic, Trinity also firmly embraces the confessional doctrinal commitments of the Presbyterian Church in America, as found in the Westminster Confession of Faith and the Heidelberg Catechism.

EVANGELICAL In addition to being catholic and reformed, Trinity Church also understands itself to be decisively evangelical. This means that Trinity firmly embraces the contemporary doctrinal statements of the worldwide evangelical movement, as found in the Lausanne Covenant and the Statement of Faith of the National Association of Evangelicals.

*The term catholic historically means universal, not the specific Roman Catholic church.

Links: The links above connect to standard English versions of these documents, which represent core theological commitments of global catholic, reformed, and evangelical churches. Please let us know if any of these links break or misdirect.
Seeking the renewal of all things through Jesus Christ

Trinity Presbyterian Church is a community that seeks to share in God’s renewal of all things—our relationship with God, ourselves, others, and the world—through the gospel of Jesus Christ.

Proclaiming the Gospel

Trinity centers its life on the gospel. God’s good creation has been ruined by humanity’s sin, yet the work of Jesus Christ renews His people and His world in every way until at last “all things will be made new.” By God’s grace, a Christian’s sin is forgiven, the penalty of sin is removed, and the power of sin is being broken. The Bible proclaims that any renewal we now experience will be completed at the return of Jesus, and rejecting Him results in judgment. (Col 1:15-23, Rev 21-22, Acts 3:1-21, Mt 25:31-46)

Worshiping God | Trinity joins the historic and global church in worshipful response to the grace, goodness, and glory of God. The triune God is the great and glorious center of all things. We were made for worshipping Him. All have sinned against God and turned toward idols made in the image of our own desires. Our relationship to God is restored by grace through faith in the work of Jesus Christ: in His life, death, resurrection, and ascension. We desire to know Christ fully, to love Him, and to make our lives an act of worship. (Gen 2:1-7, 2 Kings 17:13-23, Eph 1:3-14, Rom 8:1-17, Luke 22:13-25)

Transforming People | Trinity helps people grow in knowing Christ fully and learning the practices of spiritual formation: renewing minds, reordering priorities, reshaping habits, and redirecting work. We understand that God made all human beings in the image of His image, even though our thinking, priorities, patterns, and actions are broken by our sin. Christians become more full human beings as disciples of Christ, being remade into the image of God by the power of the Holy Spirit. (Gen 1:26-31, Rom 1:18-25, Eph 2:1-10, Psalm 1, Col 3:1-17, Rom 8:26-39)

Healing Relationships | Trinity lives with one another as a community of friends—across generational, ethnic, and cultural lines—bearing witness to the reconciling power of the gospel. God made human beings for relationship with one another. Sin ruptures our relationships, yet Jesus Christ restores lives of love and peace with one another as His body. (Gen 2:18-25, Gen 4:1-16, Eph 2:11-22, Eph 4)

Serving Neighbors | Trinity serves in mission toward the spiritual, intellectual, emotional, physical, and social good of our neighbors in Charlottesville, the surrounding community, and the world. We affirm that the church of Jesus Christ is a community that exists not only for God and for ourselves, but also for our neighbors. We take seriously their questions, their longings, their needs, and their hopes. In word and deed, we express the grace of God’s gospel restoration. (Matt 25:34-40, Deut 10:12-22, Luke 10:25-37, Matt 5:43-48)

Renewing Culture | Trinity equips people in their various vocations to enter into culture as faithful stewards of the world. We recognize that God created human beings with both the responsibility and the gifts to creatively rule the world for God’s glory. Sin misdirected our gifts, yet through faith Christians work as stewards who live redemptively in vocation, culture, and society. (Gen 2:5-25, Gen 11:1-9, Is 60, Matt 5:13-16, Matt 9:2-13)

Strengthening Churches | Trinity uses resources that God has given us to start new churches, support local congregations, and serve the global church. We are a part of God’s one global church, and each part of this body is called to work for the good of the others. We belong to our brothers and sisters in Christ, whoever and wherever they are. (Gen 12:1-3, John 17:20-26, 1 Cor 12:4-13, Matt 28:16-20)
2019 Average Attendance: 921

General Budget: $2.88 Million

Total Budget: $4.13 Million

2019 Contributions and Income: $3,970,840

Operations

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<tr>
<th>Budget Category</th>
<th>2019 Expenses</th>
<th>2020 Budget</th>
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<td>Worship</td>
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- Ambrose: 22,856
- Fellows: 141,003
- Hope: 156,574
- Mercy: 142,648
- All Nations: 156,117
- Music and Me: 9,003
- New City Counseling: 398,264
- Great Beginnings Preschool: 84,814
- Worship Grants: 13,428

Other Programs Subtotal: 1,124,707

Total General and Other Programs: 3,902,146

Global and Local Partners: 28

Supported Ministries: 13

Given to People in Crisis: $100k