



Church Administrator

Briarwood Presbyterian Church PCA, Birmingham, Alabama, is seeking a full-time Church Administrator. The Administrator serves as the chief administrative officer of Briarwood overseeing all financial, operational, and personnel matters affecting the church, staff, and members. This role ensures the effective and efficient operation of church ministries by managing resources, facilities, personnel and safety while supporting the mission of Briarwood Presbyterian Church. This position directly supervises multiple department managers, providing leadership and oversight in key operational areas such as finance, facilities, communications, food services, technology, and retail services. The Church Administrator works closely with the Pastor, Senior Staff, Elders, and Church Leadership to develop and implement policies that enhance the church's mission and ministry.

Interested candidates should inquire and send resume to Leigh Ann Reese at lreese@briarwood.org.