

Evangelization and Communication Consultant – Corpus Christi Parish

Description: The Community of Corpus Christi -- a vibrant Roman Catholic parish in Baltimore's historic Bolton Hill neighborhood -- seeks energetic and outgoing applicants for the one year position Evangelization and Communication Consultant. This part-time position is charged with engaging current parishioners and potential church members through social and educational events, as well as direct outreach in the community. The Evangelization and Communication Consultant will also implement a cohesive and effective communications strategy for the parish.

Job responsibilities:

- Organize and support a core ministry team of parish volunteers to provide leadership to evangelization and communication activities in the parish.
- Support evangelization outreach such as new parishioner events, name tag Sundays, social activities, parties, outreach to inactive registered parishioners, and after-mass hospitality.
- Engage past and new parishioners within the immediate Bolton Hill and Reservoir Hill neighborhoods.
- Collaborate with Parish Council, ministries, and staff in the overall parish planning process.
- Manage the development, distribution, and maintenance of all print and electronic communications including, but not limited to, weekly print bulletins, electronic newsletters, brochures, and Corpus Christi's website.
- Maintain data on membership, sacraments, deaths, marriages, phone numbers, giving history, etc., using the ParishSOFT's church management software.
- Manage social media presence, including the parish's Facebook and Twitter accounts.
- Other assignments and projects consistent with the responsibility level and general duties of a Coordinator.

Qualifications: The ideal candidate will be an energetic, faith-filled Catholic Christian who possess a degree in Communications, Marketing or similar relevant discipline, and has some background in ministry, theology and/or church traditions. The ideal candidate will have demonstrated experience in outreach, community organizing and/or developing communities, as well as previous experience in parish ministry. However, the parish is open to all candidates who have equivalent experience and who are Roman-Catholic witnesses to the Good News of Jesus Christ, and who, through their lives, their attitudes, and their ministry can enrich our parish community. Must have excellent communication, interpersonal and organizational skills. Position requires regular attendance at parish's Sunday mass. Must have solid computer skills and understanding of social media tools and opportunities.

This 20 hour a week position is a one year contract, from the summer of 2017 to the summer of 2018.