

Job Description

Associate Director for Thriving Congregations and Communities

About Urban Impact:

We are a non-profit organization with a consistent presence in the Rainier Valley since 1987, addressing core urban challenges and building thriving neighborhoods. Our mission is to break the cycle of social, material, and spiritual poverty and build healthy communities.

Program/Department:

Church-Based Community Development (CBCD)

Position Overview:

Work with the VP for Neighborhood Transformation (NT), to manage the Comprehensive Church Engagement Strategy and give leadership to the Thriving Congregations Project/Ministry through fundraising, identifying and training congregational cohort networks, teaching curriculum and walking alongside the cohort congregations.

Reports to: VP of Neighborhood Transformation first and next to the President of Urban Impact

Employment Status: Full-Time, flexible hours, exempt

Compensation: \$72,000

Benefits include medical, dental, sick and vacation time and a small disability and life insurance policy.

Key Responsibilities

- Cohort Learning – Help develop 5-year strategy to cultivate cohorts of 4-5 congregations per year (with the goal of 20 total congregations). Each cohort will meet for 10-months. This includes guided listening and discovery, training and planning/implementation/reflection processes.
- Congregational and leadership networking – Build supportive community and congregation engagement within geographical areas and regional proximity.
- Christian Community Development Program Implementation – Help launch CCD efforts and then share what we've learned with regional and national CCD networks.
- Train and support cohort churches in fundraising/sustainability practices.
- Cultivate urban-suburban church partnerships.

Development

- Raise funds annually for NT/CBCD to meet annual goals.
- Cultivate and steward financial partners and report engagement on Raiser's Edge.
- Provide data and work with NT/CBCD team to manage the Lilly Endowment Grant.
- Support all UI fundraising events (ex: Fill a table....).

Ongoing Responsibilities

- Participate in all UI Program Director meetings.
- Meet with VP for NT for regular check-ins.
- Complete monthly status reports, and annual Strategic & Operational Planning Process.
- Track, manage, and report program data.

Qualifications

- Must be an active follower of Jesus and adhere to Urban Impact's statement of faith.
- Must have previous church and/or para-church ministry experience.
- Must be familiar with the principles of Christian Community Development.
- Must have previous teaching/training experience.
- Previous cross-cultural experience.
- Displays high level of self and social awareness.
- Works to resolve any/all conflicts for the sake of cultivating a safe and healthy work environment.
- Has a current driver's license.
- Agreement with Urban Impact's Vision, Mission, Values and Statement of Faith

Preferred qualifications

- Minimum of 2 years of experience working with diverse, multi-cultural and socioeconomic communities, with cultural competence and understanding of racial equity
- Experience working with Google Drive and Microsoft Office

To Apply

- Send resume, cover letter and other pertinent information to HR@urbanimpactseattle.org.
- References with contact information will be requested with a job offer.
- Open until filled.

(Rev 1/23/2024)