

FIRST BAPTIST CHURCH, GREENSBORO, N.C.

DESCRIPTION FOR POSITION TITLE OF  
Communications Director

Interested applicants should read entire document.

**Position Description:**

The Communications Director at First Baptist requires a person who has experience, drive, and passion for all aspects of creative communication as it relates to branding, public relations, advertising, social media, and digital content. Expectations include working well with deadlines, having excellent organizational skills and excellent written communication skills, productive efficiency, and thriving in a collaborative and dynamic team environment.

**Education & Experience**

Bachelor's degree required;

Three or more years of communications or marketing/ad agency experience. Church ministry a plus.

**Qualifications:**

- Strong proficiency in: Adobe CC (InDesign, Photoshop & Illustrator); Microsoft Office programs, major social media platforms (FB & Instagram); and knowledge of website development.
- Proven effectiveness in communication strategy, social media, and marketing.
- Highly organized, with detail and time management skills.
- Graphic design ability.
- Appreciable communication and interpersonal relationship skills.

Interested applicants may send cover letter and resume via email, [staffing@fbcgso.org](mailto:staffing@fbcgso.org), or by mail to: First Baptist Church, attn.: Staffing, 1000 West Friendly Avenue, Greensboro, NC 27401. In addition, please answer the following questions separately:

1. How do your gifts and passions align with the things you read in this job posting?
2. What excites you most about this position?