

## United Methodist Committee on Relief - Director of Communications

The United Methodist Committee on Relief (UMCOR) is seeking a Communications Director who will maintain and build the image of UMCOR. This individual serves a vital role in communicating with donors, churches and conferences about the good work UMCOR does around the globe. This is a unique opportunity to improve the lives of people around the world by managing the United Methodist Committee on Relief's Communications unit of the General Board of Global Ministries of The United Methodist Church. Global Ministries is the mission agency of The United Methodist Church. Its offices are housed in The Interchurch Center, at 475 Riverside Drive in New York City.

The ideal candidate is a seasoned professional who has served in a communications leadership role for a large and complex organization. An individual who has successfully demonstrated leadership in managing multiple media campaigns is sought. Candidates that are familiar with development best practices, specifically regarding the successful planning and implementation of direct mail initiatives and donor cultivation, will be highly preferred. This is a working management position and as such, candidates must be adept at using multiple technologies and mediums. The Director manages a full-time staff of three employees and has responsibility for all communications and materials for the United Methodist Committee on Relief. While the primary offices of Global Ministries are in New York City, the agency also supports the needs of regional offices and humanitarian relief projects around the globe.

### Qualifications

Candidates should have three to five years experience managing a professional communications unit and have outstanding project management skills. Direct involvement in development campaigns is desirable. The primary responsibility of the person in this position is to provide high quality internal and external communication for UMCOR, its constituents and mission partners. As such, candidates must be reliable, transparent and exceptional in their communication skills. Candidates should have a Bachelor's degree in Communications, Business, Public Affairs or related field with a professional Masters specialization highly desirable. Any equivalent combination of experience and training that provides the required knowledge will be considered.

The Hiring Range for this position is \$65,000 to \$75,000, plus excellent benefits including health insurance, dental and vision plans, and retirement.

### Application Process

To apply for this challenging opportunity, submit a cover letter, resume and salary history to [SearchUMCORComm@managementpartners.com](mailto:SearchUMCORComm@managementpartners.com). Questions should be directed to Julia Novak at Management Partners, Inc. at [jnovak@managementpartners.com](mailto:jnovak@managementpartners.com) or via telephone at 513-861-5400. All applicants will be required to complete a General Board of Global Ministries job application.

Global Ministries is an equal employment opportunity employer. In accordance with federal, state, and local laws, Global Ministries does not discriminate in any employment decisions on the basis of race, religion, color, creed, national origin, gender, age, marital status, sexual orientation, disability, veteran status, or citizenship status.



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