



**Title:** Director of Communications

**Position:** Full-Time | Memphis, Tennessee

**Minimum Starting Salary:** \$58,000 + Generous Benefits

### **Job Summary**

Are you a creative storyteller, strategic communicator, and collaborative leader who believes meaningful communication can inspire connection and strengthen community?

Idlewild Presbyterian Church is seeking a full-time Director of Communications to help tell the story of our congregation, strengthen engagement across ministries, and shape how we communicate with members, visitors, and the broader Memphis community.

This is an exciting opportunity for a creative, highly organized communicator who thrives at the intersection of strategy and execution—someone who can think big while also bringing ideas to life across digital, print, video, and social platforms.

### **About Idlewild**

Located in the heart of Midtown Memphis, Idlewild Presbyterian Church is a large, vibrant congregation committed to worship, spiritual formation, justice, outreach, music, and meaningful community. We are a thoughtful, welcoming, and mission-driven church seeking a communications leader who can help us communicate with clarity, creativity, and authenticity.

### **What You'll Do**

As Director of Communications, you will help shape and implement a cohesive communications strategy that supports ministry, tells compelling stories, and strengthens connections across our church community.

### **Responsibilities include:**

- Leading church-wide communications strategy and ensuring communications align with Idlewild's mission, voice, and values
- Developing communication plans for ministries, worship, seasonal initiatives, and special events
- Managing and maintaining an engaging church website and digital presence
- Creating and overseeing weekly email communications and specialty campaigns
- Developing engaging social media strategy and content to connect with members, visitors, and the wider Memphis community
- Producing and coordinating video storytelling for worship, ministry promotion, YouTube, and social media
- Designing and formatting worship bulletins and related materials

- Advising pastors, staff, and ministry leaders on communication best practices and audience engagement
- Supporting major initiatives such as stewardship campaigns, Vacation Bible School, congregational events, and promotional projects
- Coordinating outside creative contractors, including videographers, photographers, and designers, as needed
- Monitoring engagement and communication effectiveness to improve reach and connection

### **Who You Are**

You are a thoughtful communicator and creative problem-solver who enjoys both strategy and hands-on execution. You are collaborative, detail-oriented, self-motivated, and energized by meaningful work.

### **You likely bring:**

- Bachelor's degree in communications, marketing, journalism, media, or related field (preferred)
- 3+ years of experience in communications, marketing, digital media, graphic design, or related work
- Strong writing, editing, organizational, and project-management skills
- Experience with social media, email marketing, website management, and digital communication platforms
- Familiarity with tools such as Adobe Creative Suite, Canva, WordPress, Constant Contact, Realm, YouTube, and Microsoft Office (or similar platforms)
- Video production and editing experience preferred
- Experience in church communications or mission-driven organizations is a plus

### **Why Idlewild?**

We believe meaningful ministry happens through strong relationships, creativity, and shared purpose. You'll join a collaborative staff team in a thriving Midtown Memphis congregation where communication plays a vital role in helping people connect, grow, and serve.

### **We offer:**

- Competitive salary - minimum \$58,000 - negotiable based on experience
- Generous benefits package, including health insurance, retirement benefits, paid time off, and professional development support
- A collaborative, mission-driven staff culture
- The opportunity to shape communications for a dynamic and engaged church community

### **To Apply**

Please submit a résumé, cover letter, and portfolio/work samples (if available) to [hiringlecommittee@idlewildchurch.org](mailto:hiringlecommittee@idlewildchurch.org).