

Membership & Evangelism Coordinator Position (part-time) Trinity Episcopal Church, The Woodlands

Trinity Episcopal Church seeks a Membership & Evangelism Coordinator who will be responsible for the “invitation to incorporation” process, organizing and weaving our current efforts with new ones. The coordinator will follow up with newcomers, monitor and implement programs and be responsible for enhancing communication between ministry groups. Core to this position is developing and maintaining a database for tracking the incorporation of newcomers into a mentor program, ministry and mission. In collaboration with clergy, the Coordinator will also have teaching opportunities and encourage parishioners to share their faith with the unchurched in The Woodlands and surrounding areas and invite them to Trinity.

Gifts for Ministry

- Love for Christ, Christ’s people, and The Episcopal Church
- Vision for church growth and evangelism
- Passion for connecting people
- Organized, strategic, and self-motivated
- Understands system dynamics
- Extensive knowledge of The Episcopal Church and ability to articulate the faith

Experience & Education

- Church leadership experience in The Episcopal Church; membership and evangelism experience preferred
- Bachelor’s Degree
- Computer and Social Media skills, specifically: ACS, Microsoft Excel, Facebook, Twitter

Hours & Expectations

- 18 hours per week, including Sundays
- Presence/attendance at all Sunday services, approximately 4.5 hours. Occasional additional hours required on Sundays for events, for example the monthly Newcomers’ Dinner
- Attendance at Tuesday morning staff meetings
- This is a paid position. Compensation details available upon request.

Contact
