

CAREER OPPORTUNITY

Title: Associate Director, Church Engagement

FLSA Code: Exempt; Full-time

Location: Breakthrough Men's Center 402 N. St. Louis Avenue Chicago, IL 60624

We are Breakthrough:

Breakthrough partners with those affected by poverty to build connections, develop skills, and open doors of opportunity. Breakthrough is intentionally located in and works alongside residents in East Garfield Park. Each year, Breakthrough has the opportunity to work with over 6,000 local residents and their families.

Position Summary:

The Associate Director of Church Engagement will develop and manage in Breakthrough's Church engagement initiatives. This is a new position for Breakthrough and will require innovation, organization, and the ability to relate to pastors and church leaders from many different denominations and faith traditions.

As a member of the Fund Development team, the Associate Director, Church Engagement performs various tasks including but not limited to:

- Build relationships with pastors, key church leaders, and Breakthrough advocates in your portfolio of churches and in other key churches to deepen partnerships, increase financial support, and create meaningful volunteer engagement.
- Broaden opportunities for church partnership by helping create unique church offerings, volunteer opportunities, and events targeted specifically for churches.
- Help create a "speaker team" of Breakthrough experts on issues Breakthrough addresses such as trauma informed training, anti-violence initiatives, educational inequities, poverty, homelessness, etc.
- Develop and manage unique strategies to reach prospective churches, new and developing churches, and lapsed churches.
- With the Volunteer Engagement Team, develop and maintain additional volunteer and church training opportunities including orientation videos, cross-cultural and development training, learning curriculum, and church partnerships descriptions.
- Represent Breakthrough at church mission fests and similar gatherings to recruit new volunteers, new donors, cultivate relationships, and deepen church partnerships. Occasionally this will involve speaking or teaching at these churches.
- Coordinate church involvement in Breakthrough's annual events such as the Hunger Walk, the annual benefit, Harvest Happenings, Christmas Store, Home Courts, the Trunk party, and more.
- Help manage and improve Breakthrough's annual pastors' breakfast
- Manage regular communications with churches such as prayer request emails, mission partnerships updates, and possibly a pastor's newsletter
- Create a system and metrics to analyze the impact and growth of church engagement
- Track Breakthrough's church activity and revenue and keep accurate salesforce records of this information.

- Assist with Fund Development, Volunteer engagement, and donor relations related tasks and events as needed.

Educational/Experience Requirements:

- Bachelor's degree in a related field from an accredited college or university.
- Minimum of five years of experience working in a church or non profit setting in a leadership position.
- Relationally engaging with the ability to speak publicly, train volunteers and represent Breakthrough to external audiences
- Flexible hours (nights and weekends semi-regularly required)
- Detail-orientated with excellent organizational abilities, and written and verbal communication skills
- Knowledge and proficiency with Microsoft Office (Word, Excel, PowerPoint, Publisher), and ability to work efficiently within programmatic databases; knowledge of Salesforce preferred.
- Understanding of urban realities with a strong passion for connecting churches and volunteers with those affected by poverty to facilitate mutually-beneficial and transforming relationships

Compensation/Benefits:

In exchange for the above, we offer competitive wages and a comprehensive benefit package including: paid time off, group health benefits, free fitness center membership, employee discounts and more.

To Apply:

Send/email/fax cover letter, resume along with grant proposal writing sample to:
Breakthrough Urban Ministries

Attn: Human Resources

402 N. St. Louis Avenue

Chicago, IL 60624

E: ahealing@breakthrough.org

Fax: (773) 722-1434

We regret that we cannot take phone calls regarding this position. Breakthrough is an Equal Opportunity Employer.

All qualified candidates will receive consideration without regard to race, color, sex, national origin, age, disability, marital status, veteran status, political affiliation, sexual orientation, or any other non-merit factors. If a reasonable accommodation is needed for any part of the application and hiring process, please contact us via the telephone number listed above. The decision on granting reasonable accommodation will be on a case-by-case basis.