

Mayflower United Church of Christ

Job Posting: Resource Development Coordinator

Purpose:

- To help leverage and grow the financial resources of this mission-and vision-led church in individual giving, planned giving, investments, and capital campaign giving.
- To encourage congregational giving as a spiritual discipline, deeply rooted in our theology.

Key Relationships:

Works collaboratively with Team Lead Minister, Business Administrator and Congregational Development Coordinator as member of the Leadership Team. Appointed by Council in concert with Team Lead Minister. Reports to Team Lead Minister.

Qualifications:

- Understanding of and commitment to the mission and vision of Mayflower
- Experience in fundraising/development
- Excellent oral and written communication skills
- Excellent group facilitation skills
- Effective management style with volunteers
- Experience in the field of finance and investments

Hours: 10–15 hours per week, flexible hours

Salary: \$20.00 per hour, paid monthly

Primary Responsibilities:

- Serve as a member of the Leadership Team.
- Increase faith-based generosity of the Mayflower community by connecting the work of the following groups: Stewardship, Finance, Special Offerings/Giving, Capital Campaign, Capital Needs, Buildings and Grounds and the Mayflower Foundation.
- With the team, develop a comprehensive plan to increase the financial resources available to the church, including a transition plan from end of capital campaign to stronger giving, and the introduction of planned giving,
- On annual basis, work with Leadership Team to present the comprehensive plan to the Council for approval.
- Recruit and support sub-teams to accomplish the goals of the development plan.
- Work with the Leadership Team to provide the Council with a monthly report on progress towards goals.
- Work with Development Ministry Team and Council to communicate to congregation what their gifts support.

To Apply:

E-mail applications to mday@mayflowermpls.org. Submission deadline: February 12, 2010.