**Congregation Engagement Leader**

**The Opportunity with Triumphant Love Lutheran Church:**

Triumphant Love Lutheran Church (TLLC) invites qualified professionals to apply for the part time position (25 hours per week) of Congregation Engagement Leader. Reporting to the Director of Operations, this position plans, organizes and facilitates member engagement in stewardship focused on time, talent and treasure.

**About TLLC:**

For over 40 years TLLC has been celebrating and sharing God’s grace by developing faithful leaders of all ages, engaging children and youth across the generations, embracing all with unconditional love, and sharing our stories of God’s hope with one another, this community, and the world.

Liturgical worship stands at the center of our life of faith. We gather around Word and Sacrament, growing in our relationship with God through word and water, wine and wheat. Central to everything we do, worship unites us in celebration, engages us in thoughtful dialogue, and helps us to grow a generous faith. It grounds us in our Christian and Lutheran roots, while demonstrating practical relevance for today’s world.

TLLC offers the following:

* The opportunity to rebuild and grow stewardship, including a volunteer ministry, in a large, multi-generational congregation that enjoys creative worship and both traditional and contemporary services
* Competitive compensation and benefits package
* Staff, church council, board of ministries, and congregational members dedicated to the mission and vision of TLLC

**About the Position:**

* *Annual Stewardship Planning and Coordination*: Leads the Holistic Stewardship Committee in developing the Stewardship theme, designing and developing the stewardship materials, and creating the timeline; compiles and catalogues areas of need in the church and the community; partners with the Communications Manager to create messaging around understanding and committing to Stewardship; facilitates education sessions on the value of stewardship and the stewardship process; and serves as the point person for ministry chairs, Church Council and staff for stewardship.
* *Hospitality Coordination*: Facilitates the design, development and support of the welcoming system for all visitors and new members; oversees the process for using and renting the facilities; coordinates the New Member Class and orientation for staff, volunteers, Board of Ministries Chairs and Church Council; coordinates hospitality events as needed.
* *Volunteer Coordination*: Serves as the point of contact for volunteers; oversees the process for recruiting, developing, scheduling, and supporting volunteers working with staff, Board of Ministries chairs, and Church Council; oversees process to identify, document and train all work processes performed by volunteers.
* *Organization, Planning and Multi-tasking:* Advanced organizational and planning skills. Proven ability to set priorities, meet deadlines, coordinate activities, and multi-task with minimal supervision. Proven ability to coordinate activities. *Self-Management and Teamwork:* Ability to work independently or as a member of the team, to be detailed-oriented and consistently accurate, to manage stress effectively in a challenging environment, and to quickly learn new systems, processes, and procedures.
* Manages the stewardship budget by monitoring expenses, preparing recommendations and justifications for needed equipment and supplies, and makes appropriate purchases working the Director of Operations and Senior Pastor.
* Ideal candidates will display passion for stewardship that includes time, talent and treasure; advanced skills in designing, developing, delivering and evaluating programs to create a culture of stewardship within the church, and Advanced skills in coordinating, recruiting, developing and sustaining volunteers to support all ministries*.*
* Preference will be given to candidates who have advanced knowledge of TLLC’s organization, structure, ministries, culture and management practices. Have advanced skills in building and maintaining effective co-worker, staff and management relationships in all interactions.
* Candidates should have an authentic relationship with Jesus Christ as Savior and Lord, demonstrate strong discipleship, have the ability to shepherd volunteers in the Christian life.

**Minimally Required Education, Training and Experience:**

* Associate’s degree in marketing, communication, or related field, or a combination of education and experience that yields the minimally required knowledge, skills and abilities
* 5 years’ experience leading and facilitating stewardship campaigns for churches or fund raising campaigns for non-profit organizations
* 2 years’ experience working as a volunteer in a non-profit organization or church
* 1 year experience working as a facility rentals coordinator

**The Location:**

Triumphant Love Lutheran Church is located at 9508 Great Hills Trail, Austin, TX 78759.

**Who Should Apply?**

* You love creating, building, and developing church programs to support and enhance congregation members’ church experience.
* You aren’t afraid of taking risks and finding creative solutions.
* You are a deadline-driven individual with the desire to achieve great results.
* You want to reach beyond what you are currently doing with a large and diverse Lutheran congregation.

**How to Apply:**

* To know more about the position and download a position application form, click on the following link: *Job Opening Files - Google Drive*

Complete the TLLC Application Form along with a cover letter, resume, and references to [tllcjobs@tllc.org](mailto:tllcjobs@tllc.org) by March 31, 2022.