



Position Title: Communications Director

Position Type: Full Time

Location: All Souls Fellowship Church, Decatur, GA

Travel Required: Limited

Reports To: Lead Pastor

Position Description:

Help shape how All Souls Fellowship shows up in our community and the world. Equal parts strategist, designer, storyteller, and team builder — this role owns the voice, look, and rhythms of our church's communications.

Roles and Responsibilities:

- Build and evolve a multi-channel communications strategy grounded in ASF's mission, vision, and values — using analytics and audience insight to refine what we say, where, and to whom, in keeping with our ethos and brand style.
- Lead the weekly publication rhythm — Worship Guide, e-News, Kids and Youth newsletters, Sunday service slides, and break video — ensuring consistent quality and voice across all channels.
- Own the content calendar, brand standards, and communications budget; partner with each ministry leader to plan and execute their communications.
- Recruit, train, schedule, and shepherd the Production Team and creative volunteers — photographers, designers, videographers, writers, and social media managers.
- Tell the ASF story — celebrating God's work, helping people connect to the church and pastoral care, and inviting our neighbors into the way of Jesus we are practicing together.
- Oversee print and digital collateral for sermon series, events, and ministry initiatives.

Qualifications and Requirements:

- Deep personal commitment to Christ and a willingness to lead within the distinctives of the Evangelical Presbyterian Church.
- Strong understanding of communications strategy, writing/editing, graphic design, and social media.
- Ability to develop good relationships with members, volunteers, visitors, and contractors while demonstrating a positive and friendly attitude.

Characteristics Desired:

- Bachelor's Degree in English, Journalism, Communications, Graphic Design, or a related field.
- Desire to serve in a collaborative, team-based environment.
- Experience in writing, graphic design, team coordination, or video production.

How to Apply:

Interested applicants please send a cover letter and resume to Eveie DeWitt (eveie@allsoulsfellowship.org).