



Grace-Trinity
Community
Church

Community Engagement Coordinator Position

Reports to: Pastor

Compensation and Benefits: This is a full-time, exempt position. Grace-Trinity Community Church offers a competitive benefits package that includes paid vacation, study leave, federal holidays, sick time, and support for continuing education and professional expenses. Annual salary is \$60,000.

Hours: Flexible Sunday–Thursday work week, present for worship two Sundays each month. Some evening and weekend availability is required. Please email employment@gracetrinitychurch.org with a cover letter and resume.

Position Summary

Grace-Trinity Community Church is seeking a full-time Community Engagement Coordinator to help nurture meaningful relationships with our congregation and the Uptown neighborhood. This role is rooted in partnership, working with neighbor organizations and congregants to help Grace-Trinity embody its commitments to welcome, hospitality, and justice.

The Community Engagement Coordinator will drive partnerships and cultivate new relationships with local organizations, organize community events and collaborative projects with the congregation and neighborhood non-profits. This role will also help our congregation make theological connections between our worshipping life and our engagement with Uptown.

We are looking for someone who is relational, organized, theologically-minded, and energized by collaborative, place-based work.

The Community Engagement Coordinator will support Grace-Trinity's commitment to being a community hub in the Uptown neighborhood.

This position is funded for an initial three-year pilot period through designated funds. At the conclusion of the three years, GT leadership will assess the role's impact and effectiveness with the intention of incorporating the position into the church's ongoing operating budget, dependent on future funding.

Key Responsibilities

1. Neighborhood Relationships & Partnerships (40%)

- Create and cultivate relationships of trust with neighbors, local organizations, and community leaders in Uptown.
- Collaborate with mission partners (e.g. Joyce Food Shelf, PERIS Hill, YouthLink) on shared projects and initiatives.
- Identify opportunities for the congregation to engage Uptown in meaningful ways that reflect our values and respond to the needs and strengths of the neighborhood.

2. Theological Storytelling & Congregational Leadership (40%)

- Help the congregation make theological connections between our worshipping life and our neighborhood engagement through storytelling and presence, participating in worship leadership twice per month and by preaching quarterly.
- Resource and collaborate with relevant committees to execute 4-5 service opportunities for the congregation a year.
- Project manage The Technicolor Truth, Grace-Trinity's annual art gallery with assistance from the pastor and community members.
- Plan and lead the annual fall retreat with assistance from relevant committees and community members, shaping content that deepens relational and spiritual connection.

3. Hospitality and Communication (20%)

- Collaborate with staff to write copy for social media, email, and printed materials related to church events and community partnerships.
- Manage an inviting and consistent presence on Grace-Trinity's social media platforms, reflecting the tone and values of the church.

Who You Are

- A strong relationship-builder who listens well and communicates with clarity and kindness.
- Organized, detail-oriented and flexible, with the ability to manage multiple projects while interfacing with volunteers and community partners.
- Excited to work with a justice-oriented, community-focused, and intentionally inclusive Christian congregation where questions are welcomed, diversity is honored, difference is respected, and relationships always come first.
- Theological training in the Presbyterian Church (U.S.A.), Reformed tradition, or American Baptist tradition, and community engagement experience are required; an M.Div. or equivalent degree is preferred.
- Experience in nonprofit work or communications are a plus.

Who We Are

Grace-Trinity Community Church is a merged Presbyterian Church (U.S.A.) and American Baptist congregation of 140 members in Uptown Minneapolis. We are a community-focused, justice-oriented and intentionally inclusive Christian community. We value thoughtful worship, community connection, and partnership with our neighborhood, seeking to do justice, love kindness, and walk humbly with God.

What We Offer

- A collaborative and supportive environment rooted in curiosity and openness.
- Space for creativity, learning, and professional development.
- Deep neighborhood connections and room to shape new and developing partnerships.
- 2 weeks paid vacation, 2 weeks study leave, medical benefits, paid federal holidays, sick leave, and flexible office hours with professional expenses and continuing education budget.