



18909 SOUTH MILES RD  
WARRENSVILLE HTS., OH 44128  
P: 216.332.9673 | F:216.365.0128  
WWW.WORDCITY.ORG

## POSITION TITLE

Content Strategist/Writer

## SUMMARY

The Word Church is seeking to hire a talented Content Strategist/Writer who can effectively tell the story of what God is doing through our Church, community and around the world. The ideal candidate has a demonstrated ability to write in a variety of contexts including marketing material and social media platforms. This role requires a candidate with a basic understanding of church beliefs and one who can write within those beliefs. The Content Strategist/Writer must also have a keen eye for detail and the ability to edit and proofread other writings.

## ESSENTIAL JOB RESPONSIBILITIES

- Communicate the Word Church's brand in words
- Provide scripts and voiceovers for commercials, videos, plays, poems, and presentations
- Outline the narrative processes for video promotions
- Identify and write about stories within the congregation that demonstrate God's movement in the Church with the intention to move the reader toward action
- Provide verbiage for internal and external promotional materials (ministry publications, press releases, website, social media, and blogs, etc.)
- Ghostwrite emails and letters
- Edit the content created by others to ensure it is grammatically correct, strategically sound, and within the church's branding
- Maintain an electronic filing system
- Identify, develop, and deploy volunteers to assist with Church writing content
- Participate in all staff meetings and retreats
- Other writing tasks as assigned

## REQUIREMENTS

- A bachelor's degree in Journalism, English, Marketing, Creative Writing, or a related field preferred
- At least three years of experience
- Strong portfolio of previous clients, projects, and related references



18909 SOUTH MILES RD  
WARRENSVILLE HTS., OH 44128  
P: 216.332.9673 | F:216.365.0128  
[WWW.WORDCITY.ORG](http://WWW.WORDCITY.ORG)

- Writing samples that demonstrate the candidate's effectiveness in writing a variety of content
- Ability to interact with people from a variety of backgrounds, including generational, ethnic, and socio-economic
- Commitment to the mission of the Church with strong Christian faith and character
- Teachable self-starter
- Ability to work a flexible schedule

### **SALARY / WAGES**

Compensation, which is negotiable and salary-based, will be determined with respect to a candidate's qualifications and experience.

**[Apply online at wordcity.org](http://wordcity.org)**