



FIRST BAPTIST CHURCH OF GLENARDEN
JOB PROFILE:
COMMUNICATIONS PROJECT MANAGER



**CONNECTED.
RESULTS-DRIVEN.
BEST IN CLASS.**



THE FBCG STORY

In 1917, Mr. and Mrs. Robert Warren planted a seed: a humble, at-home Bible study. Fast forward 100 years and that kernel of faith has grown to become the internationally renowned First Baptist Church of Glenarden International! God has done great things at First Baptist Church for over 100 years.

The history of First Baptist is one filled with faithful men and women of God who helped build their community and stood tall for Christ during the Civil Rights movement. To this present day, FBCG is committed to spreading the gospel of Christ and making a positive impact in our culture.

On January 14th, God called Pastor John Jenkins, a true son of this church, came back to FBCG to become its Senior Pastor. Under his faithful and humble leadership, FBCG began to reach hundreds and then thousands of souls for Christ.

Through Pastor John's leadership, an incredible ministry began to as the unique pouring out of God's Spirit began to overflow. As a result, in 1996, FBCG founded SHABACH! Ministries, its community service arm, empowers and educates the next generation of young people in the community.

Worship services and special events are viewed online in more than 20 countries. FBCG also has high-level classes through its Bible Institutes and has a strategic partnership with Denver Seminary.

FBCG is blessed to have some of the best Bible teachers and musicians come to minister in their church. Dr. Tony Evans, Bishop TD Jakes, Kirk Franklin, CeCe Winans, and many more great men and women of God come to FBCG as guest ministers.

FBCG is committed to making “dynamic disciples” and makes teaching the word of God a priority by having many options to grow as a follower of Jesus through the Bible Institute.

During the COVID pandemic, FBCG experienced unprecedented growth worldwide through its online ministry. Over 60,000 people all over the world now call FBCG their church home. You never know what to expect at FBCG!

FBCG CHURCH VISION STATEMENT

**Developing Dynamic Disciples through Discipleship,
Discipline and Duplication**

FBCG CHURCH VALUE STATEMENTS

S - Seek God First

Matthew 6:33

We commit to seek God first for direction in every decision, whether great or small.

E - Evangelism

Matthew 28:19

Because it is God’s desire that no one should perish, we are equipped to share the love of Christ wherever and whenever, with anyone, out of gratitude for God sparing us from eternal damnation.

E - Excellence

Daniel 5:14, 6:3

We strive to give God our very best! Diligence, responsibility and faithfulness are essential ingredients to succeed in anything God has tasked us to do, as demonstrated by Daniel.

FBCG CHURCH VALUE STATEMENTS

H - Honor/Humility

Romans 12:10

Esteeming others higher than ourselves, regardless of their title, position or status, is our priority because everyone was created in the image of God.

I - Integrity

Job 31:6

Honesty is demonstrated by doing what we commit to do.

M - Mentoring

2 Timothy 2:2

God has given everyone a purpose, and we commit to impart in others lessons learned to help them fulfill their destiny.

Why work at FBCG?

Pastor John and his team have created a phenomenal ministry culture. For those who come onto the FBC team you will discover:

1. A ministry team that is authentic
2. A ministry team that honors Christ together
3. A ministry where there is freedom from micromanagement
4. A ministry where you will be developed to be the best version of your God-given self.
5. A ministry team where you work with some of the best ministry talent the U.S.

Turnover at FBC is very low.

Why? Because it is a fantastic place to be.

JOB SUMMARY

The First Baptist Church of Glenarden, Communications Department, is seeking a full-time Communications Project Manager who will be responsible for a range of project support and management tasks to ensure the successful execution of our marketing and communications initiatives. These duties will include gathering and refining project objectives and requirements, developing project schedules and budgets, managing stakeholder engagement, and working with team members to identify resource needs and communicate

project priorities. It is anticipated that multiple concurrent projects will be in progress at any one time and will typically involve and impact multiple FBCG departments and ministries. The incumbent must possess exceptional analytical and problem-solving skills. This position reports directly to the Director of Communications.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Manage the intake of project requests by defining scope, timelines and resource assignments.
- Work cross-functionally across FBCG departments and ministries to manage stakeholder engagement and remove barriers.
- Manage the execution of projects by working with internal and external teams to ensure project needs and objectives are clearly communicated and teams have all necessary documentation and assets to complete tasks.
- Monitor project timelines, budgets and scope to ensure all projects deliver stated scope, on-time and on-budget.
- Help define improvements to workflow and the efficiency of the department's processes.
- Proactively keep stakeholders abreast of the status of projects and have the ability to respond to status requests on demand.
- Conduct internal project planning and status meetings and attend external project meetings to represent the department. Provide detailed and accurate meeting notes and updates in a timely fashion.
- Development, manage and maintain the department's project management tools, systems and documentation.
- Perform other job-related duties as assigned.

IS FBCG FOR YOU?

- Do you possess a gracious, Christ-like demeanor in demanding situations?
- Do you have an understanding and appreciation for the ministry and the mission of FBCG?
- Can you work under pressure with several projects simultaneously in order to deal effectively and courteously with a diverse group of stakeholders?
- Are you an organized self-starter?
- Would you describe yourself as highly collaborative, resourceful and flexible?
- Can you coordinate many projects at one time and prioritize to meet deadlines in a fast paced, deadline-driven environment?
- Do you carry a strong attention to detail?
- Are you good at multi-tasking?
- Are you goal-oriented?
- Can you investigate and analyze information to draw conclusions?
- Do verbal and written communication, organizational and interpersonal skills come easy to you?
- Are you both a self-starter and a team player?
- Are you a detail-oriented strategic thinker?
- Do you have the ability to be extremely flexible in an environment that is subject to many “spur of the moment” changes?

If this sounds like the perfect fit, reach out to the Group ONE39 team today!



CANDIDATE PROFILE

- 3 H's are a MUST...hungry, humble, & hustle
 - Highly motivated initiator & self-starter
 - Think fast & act quick
 - If you have to ask what emotional intelligence is, NEXT!
 - Drama free, please!
 - Have fun, laugh, and walk in joy
 - Flexible, driven, goal-oriented and gets it done early
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WASHINGTON D.C. METRO AREA

The Washington D.C. metropolitan area (also known as the National Capital Region and colloquially as the DMV for "D.C., Maryland, Virginia") is the metropolitan area centered on Washington, D.C., the capital of the United States. The area includes all of the federal district and parts of the U.S. states of Maryland, Virginia and West Virginia. It is part of the larger Baltimore-Washington metropolitan area.

The Washington D.C. metropolitan area is one of the most educated and most affluent metropolitan areas in the US. Attractions abound in the area, offering a range of activities. Washington D.C. offers national monuments and museums like the world-famous Smithsonian; Baltimore attracts visitors to its Inner Harbor area with the National Aquarium and is the home of Under Armour; while Northern Virginia offers a blend of Civil War history and wineries with a growing business climate.

The Washington Metro allows for easy access to and around our nation's capital and surrounding areas. Six lines run throughout the day from more than 90 stations in the DMV. We have three major airports (Baltimore-Washington International, Dulles International and Reagan National).

We love what we do!

Group ONE39 is a transformational recruiting firm and leadership organization. We transform churches and ministries by delivering best in class talent and we help leaders increase their capacity for growth and reach. We create this transformation through established propriety interviewing systems, assessments, and simple memorable tools to help leaders understand themselves and connect well with others.

Our vision is transformation & our mission is

Transforming people + organizations

Values



Fun

We will laugh hard & often.



Generosity

We will give & not take.



Integrity

We will be the same in public & private.



Team

We are better together.



Simple

Complexity is the enemy of growth.