

RockPointe Church

# Job Posting



## Communications Director

### Role Summary



**RockPointe Church** (RPC) is searching for a collaborative and creative **Communications Director** to join our team in January 2026.

Reporting to the Executive Pastor of Operations and working alongside many of RPC's ministries and teams, the Communications Director will help RPC to effectively communicate internally as well as share information externally about RPC and the Gospel in the Greater Calgary area and beyond as we seek to double our reach by 2030.

### Teams



**There are three teams that this role has critical interaction with:**

**The Operations Team:** Supports ministry at RPC, ensuring that facility, finance, HR, administration and communications are handled strategically and in alignment with RPC's vision & mission.

**The Communications Team:** Led by the Communications Director. This team is currently comprised of other staff members, however roles and functions for volunteers are expected in the future. This team oversees and manages all communications at RPC, both internally & externally.

**The Central Ministry Team:** Sets discipleship direction at RPC at all sites in regards to children, youth and adults.

# Role Specifics



## Communication Strategy: Internal Ministry

**Develop** strategies to clarify and communicate the weekly messaging of the church, in partnership with leadership and ministry leaders.

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## Communication Strategy: External Impact

**Develop** strategies to communicate, market and extend gospel impact to those in our local area.

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## Design & Branding

**Lead** efforts to design art and promotional materials related to church-wide activities with a high standard of creativity, excellence, and effectiveness.

**Provide** guidance and oversight to RPC branding, helping RPC stay relevant, modernized, aligned and impactful.

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## Story

**Assist** RPC in telling the ongoing story of RockPointe, weaving story telling media into our internal and external communications.

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## Communications Team

**Review** and assess the current Communications Team. Alongside the Executive Pastor of Operations, recommend any changes needed and implement.

**Provide** leadership and oversight to the Communications Team, ensuring all strategies are developed, implemented and managed.

**Enlist**, equip, and encourage qualified volunteers where required to accomplish communication goals.

# Qualifications



- A committed disciple of Jesus and able to become a Member of RockPointe Church.
- Experience in graphic design, website maintenance, and social media marketing.
- Excellent written, verbal, and interpersonal skills.
- Experience in photography and videography is an asset.
- Experience with various creative software programs such as Adobe Suite, Google Suite, Planning Center and Canva is an asset.
- Ability to manage multiple projects at once and prioritize work.
- Strong organizational and planning skills.
- Criminal Record Check, Child Intervention Record Check, valid Alberta Driver's License and access to a reliable vehicle.

# Role



- **Hours:** 32hrs/week (0.8 FTE)
- **Term:** 1 year Defined Term Contract
- **Benefits:** This role qualifies for the RockPointe Benefits Package & Retiral Fund
- **Supervisor:** Executive Pastor of Operations
- **Work Days:** Tuesday-Friday (open to alternative scheduling)
- **Work Location:** Onsite at the RockPointe Bearspaw Site (office provided)

# How to Apply



To apply for this position, please submit resume and design portfolio to [office@rockpointe.ca](mailto:office@rockpointe.ca). This posting will remain active until a suitable candidate is found.