

Holy Trinity Lutheran Church

2730 East 31st Street • Minneapolis, MN 55406

612.729.8358 • www.htlcmpls.org

Title: Storytelling Coordinator

Reports to: Lead Pastor

Status: Full-time (40 hours/week), Grant-funded through 2030

Holy Trinity Lutheran Church is a healthy, vibrant, financially stable, urban faith community that believes God's love is given freely to all people of all classes, races, ages, genders, sexualities, abilities, documentation statuses, and any other social distinctions. We are committed to welcoming all people, with no exception, to the full life of this community of faith. Holy Trinity's life is nurtured through participatory worship and varied educational opportunities. In turn, these provide motivation and energy for neighborhood and global involvement through which God's grace is proclaimed, God's forgiveness is extended, and God's justice is sought.

Position Summary and Project Context

The Storytelling Coordinator will join a strong existing team to facilitate authentic storytelling, help manage project communications, coordinate across multiple communities, and cultivate relationships with supporters. This role fits into a structure of support at Holy Trinity, adding overall capacity while carrying distinct responsibilities. The Coordinator will work closely alongside the Lead Pastor, Lead Strategic Consultant, Congregational and Communications Coordinator, and external communications partners who each carry significant responsibility for media strategy and PR. This allows the Storytelling Coordinator to focus on relationship-tending, authentic voice, and coordination across partners.

This staff person will have two primary responsibilities:

- (1) Serve as coordinator for Holy Trinity's *Our Deepest Belonging* storytelling initiative, a five-year, Lilly Endowment-funded project designed to amplify stories of faith, belonging, and community in and across our ecosystem of four anchor partners:
 - **Minnesota Swahili Christian Congregation**– an ELCA congregation serving first- and second-generation East African immigrants through multilingual worship, podcasts, and intergenerational faith storytelling;
 - **Metro Work Center** – a nonprofit providing employment opportunities and community integration for approximately 60 adults with developmental disabilities;

- **Soup for You! Café** – a restaurant-style soup kitchen serving homemade lunch daily to anyone seeking food and companionship, reaching approximately 25,000 people annually; and
- **Holy Trinity Lutheran Church** – a progressive, LGBTQIA+ affirming faith community engaging spiritually curious individuals and those skeptical of institutional Christianity.

(2) Support ongoing congregational communications at Holy Trinity, including assisting our Congregational and Communications Coordinator with our regular newsletter, social media, and more, and working closely with our Lead Pastor to steward a growing network of supporters nationally and internationally who want to invest resources in our work.

You may be a strong fit for this role if...

You are the kind of person who sees what needs to be done and does it: whether that means bringing snacks to a partner meeting, drafting a press release, or developing a project timeline. You are as comfortable brainstorming strategy with our lead pastor and strategic consultant as you are rolling up your sleeves on the small logistical details that make people feel cared for. You are comfortable telling stories across a full range of communications modes: filming video for social media one minute, reviewing a grant report, or supporting our external communications firm on pitching a national story. You have a strong instinct for authentic voice and can move comfortably across diverse cultural contexts. You understand progressive faith communities from the inside: how they talk, what they value, and why the intersection of spirituality, justice, and belonging matters.

Essential Functions

Project Coordination and Relationships

- Convene regular meetings with four anchor partners, support partner needs related to their storytelling, and support the development and execution of storytelling projects that bring all four communities together;
- Move projects forward at the pace of relationship, and hold the shared vision while honoring individual partner autonomy;
- Track project milestones, timelines, and deliverables across all four partner initiatives.

Communications and Storytelling

- Support Holy Trinity's Congregational and Communications Coordinator on communications, including weekly newsletters, seasonal calendar content, social media, and other in-house materials;
- Curate and amplify storytelling content in partnership with external communications partners across multiple platforms;
- Help establish and maintain organizational voice, ensuring storytelling is authentic, culturally responsive, and aligned with HTLC values.

Media Relations and External Partnership Management

- Maintain relationships and coordinate with journalists, media partners, and creative collaborators (e.g. documentary filmmakers, artists, podcasters, and media personalities) involved in the storytelling project;
- Support management of timelines and deliverables in coordination with our communications firm partners who will lead external media strategy and help ensure that HTLC's authentic voice remains consistent throughout all materials.

Public Engagement and Donor Relations

- Support the Lead Pastor to cultivate and steward relationships with Holy Trinity's expanding network of supporters and create opportunities for supporters to engage meaningfully with Holy Trinity's mission and storytelling work;
- Work with the Lead Pastor and our fundraising partner to build sustainable funding strategies beyond the grant period.

Required Qualifications

- Bachelor's degree in communications, nonprofit management, community organizing, theology, or related field, or equivalent work experience;
- Ability to work independently and get work done with minimal supervision, while staying integrated with a collaborative, high-functioning team;
- Demonstrated experience in project coordination, communications, and community engagement;
- Strong written and verbal communication skills with ability to adapt tone and content for diverse audiences;
- Comfort with communication design tools such as Canva, basic video editing software, etc.
- Cultural competency and demonstrated ability to work effectively across differences of race, culture, language, ability, and socioeconomic status;

- Understanding of progressive Christian communities and their values;
- Proficiency with digital communication tools, social media platforms, and project management software;
- Ability to work some evenings and weekends for community meetings and events.

Compensation and Benefits

This is a full-time, grant-funded position (40 hours/week) with funding secured through 2030. Salary range is \$50,000–\$65,000 annually, depending on experience. Benefits include health insurance, retirement plan contributions, generous paid time off, and continuing education funds. Holy Trinity Lutheran Church actively seeks a diverse pool of candidates.

Application Process

Interested candidates should send a cover letter and resume to the Holy Trinity Hiring Team: jobs@htlcmpls.org. Applications will be reviewed on a rolling basis and candidates who move forward will be invited to an initial phone screen. Position is open until filled.