



Director of Welcoming and Development *Episcopal Church of the Transfiguration*

Episcopal Church of the Transfiguration seeks an energetic and loving person to become Director of Welcoming and Development (DWD). The DWD will lead the congregation's welcoming ministries, helping us open our arms as wide as possible to newcomers and connect them with our church's mission and ministries. The DWD will also lead Transfiguration's fundraising efforts, in partnership with the rector and staff. We are ready for skilled and dedicated staff leadership to help us expand giving and sustain our church's growth and vibrancy.

Transfiguration is a thriving church of 1,200 members and a budget of \$2.7 million located in north Dallas. We have a strong reputation for our affirming inclusivity, beautiful worship and music, robust formation for all ages, and far-reaching outreach ministries. We welcome hundreds of visitors each year, and we are eager to help more of them establish roots and become engaged members. Transfiguration also needs expertise to boost overall giving, including to the endowment, as we seek to provide the resources our church needs.

The Director of Welcoming and Development will:

Lead welcoming and connection efforts.

We seek to increase the percentage of visitors who find an enduring place in the life of our church. The DWD will organize and direct a team of greeters, develop and maintain an attractive welcome center, guide a thorough follow-up process, and model the Christlike friendliness that is at the heart of our parish.

Coordinate congregational giving efforts.

Giving to Transfiguration has grown significantly over the last decade, including a hugely successful \$8 million capital campaign, but we are struggling to keep up with rising costs and the demands of a thriving church. The DWD will steer the annual stewardship campaign in partnership with the staff, cultivate estate bequests to the endowment, and work with the rector to facilitate other special donor opportunities.

We are seeking candidates who possess:

- Professional expertise in fundraising (e.g. donor cultivation, database management, giving analysis)
- Organizational acumen and project management skills (how to successfully implement good ideas)
- Outgoing and friendly temperament
- Humility, compassion, and a collaborative-mindset

The role is full-time (40 hours) and includes presence on Sundays, occasional presence for the Saturday evening service, one evening meeting per week (on average), and regular office hours.

Compensation will be commensurate with skill and experience, with salary range beginning at \$80,000. Additionally¹,

- Full individual health insurance
- Four weeks paid vacation
- Paid parental leave in the event of birth or adoption of a child
- 9% contributions to the Church Pension Fund

Candidates are invited to submit their resume along with a cover letter expressing their interest and skills, with emphasis given to the candidate's alignment with Transfiguration's mission and values, to the Rev. R. Casey Shobe (cshobe@transfiguration.net) by June 30. We hope to onboard the position by early August.

¹ Note: All compensation and benefits are offering according to relevant IRS, Episcopal Church, Diocese of Dallas, and parish policies and procedures.