



Position: Mercy & Justice Manager

FLSA Status: Exempt

Band: 6

Department: Redeemer East Harlem

Reports to: Site Pastor, Redeemer East Harlem

Hours worked: Part-time, (10 hours) work on some Sundays

Date: July 2021

Position Summary

The East Harlem Mercy & Justice Manager will be responsible for coordinating and developing community-based partnerships, as well as serving developing opportunities for REH to serve through the established partnerships.

Job Description

Community Engagement - 5 hours

- Develop and sustain partnerships with various institutions, government agencies, non-profits, churches, etc. where REH congregants get directly involved by utilizing our unique contributions and resources
- Oversee growth and development of the East Harlem Ministry Hub + REH Worship Center
- Help develop and execute outreaches and initiatives

Congregational Community Life - 5 hours

- Assist in coordinating and executing opportunities for REH congregants to serve in the area of mercy and justice in the community
- Work closely with the Community Life Coordinator, Ministry Manager to ensure proper communication is achieved through various means (REH Weekly newsletter, website, social media, worship etc)
- Assist with “upfront” participation on some Sundays, including leading congregational prayer and announcements

Qualifications

- Need to embrace Redeemer’s vision and have a gospel-oriented heart for New York City and especially East Harlem. Candidates must be aligned with core theological principles of Redeemer and the Presbyterian Church of America including the Westminster Standards (Confession of Faith, the Larger and Shorter Catechism).
- Excellent communication with strong interpersonal and organizational skills.
- Four-year degree preferred.
- Experience in community engagement and pastoral care.
- Work hours are generally flexible yet must be available for some evenings and weekend meetings, as well as work on Sundays.
- Strong problem-solving and decision-making skills: ability to deal with demanding and challenging people and adapt to changes and maintain professionalism during crisis or any unexpected situations.
- Must be a team player.