



## Public Relations Specialist

Use your communication and storytelling skills to reveal what God is doing to advance the gospel around the world. Create opportunities which inspire the public to become involved with SonSet Solutions and God's call to fulfill the great commission. Work as part of our Connections Team to develop print, digital and verbal communication pieces that highlight the work of SonSet Solutions and our partners.

**Qualifications** – A high degree of creativity, interpersonal skills, and willingness to collaborate with others. Strong organizational skills with the ability to contribute to multiple projects simultaneously. Excellent verbal and written communication skills. Experience in branding, fund-raising, and communication on various media platforms. Proficiency with Microsoft Office, Adobe Creative Cloud Suite tools and Constant Contact are desirable.

**Responsibilities** – Assist with the implementation of goals and strategies that will result in the effective public communication of the ministries of SonSet Solutions. Create and maintain a positive brand for the organization. Coordinate efforts and events that increase awareness with the public, and our donors. Ensure the appropriateness, timing, and accuracy of external communications, including content for the website, e-mail blasts, written publications, press releases, verbal presentations, etc.

Work closely with funding development to create attractive informational, promotional, and donor correspondence tools such as brochures, fliers, newsletters, videos, graphics, etc. Assist in the planning and execution of external events, meetings, and presentations in support of funding development and public relations.

**Fundamental Requirements** – Be a born-again follower of Jesus Christ with a heart for service, passionate for the advancement of the gospel around the world, and willing to uphold the [SonSet Solutions Statement of Faith](#).

*This is a full-time or part-time position at our offices in Elkhart, Indiana. For supported staff, it requires the development of ministry partnerships for prayer and financial backing. A volunteer may also fill this position.*