



COMMUNICATIONS MANAGER

JOB DESCRIPTION

August 2026

Education Minimum: Bachelor's Degree

Qualifications:

- 5+ years in similar communications/marketing work
- 2+ years of team leadership or supervisory experience
- Computer competency, particularly working knowledge of WordPress, Emma, Asana, Microsoft Office, Google Workplace, Adobe Photoshop & InDesign
- Exceptional written and verbal communication skills
- Demonstrated experience developing strategic communications plans
- Strong project management and organizational skills
- Ability to lead multiple projects simultaneously while maintaining attention to detail
- Willingness to travel nationally and internationally and adhere to JMI's policies and procedures
- Passion for taking the Gospel to the ends of the earth
- Missions or ministry experience is a plus

Job Description:

The Communications Manager provides strategic leadership for Justice & Mercy International's communications and marketing efforts, ensuring all messaging advances the organization's mission, strengthens its brand, and engages donors, partners, advocates, and the broader community. Reporting to the Chief Donor Engagement Officer, the Communications Manager leads the Communications team in developing and executing integrated communications strategies that support fundraising, advocacy, events, and organizational priorities. This role provides oversight of communications planning, brand management, public relations, and team leadership while collaborating across departments to ensure consistent, high-quality, mission-driven communications throughout all channels.

Reports to: Chief Donor Engagement Officer (CDEO)
Direct Reports: Communications & Design Coordinator / Content Producer / Video Producer
Status: Full Time
Location: Nashville, TN office

Major Responsibilities include:

Communications Leadership & Strategy

- Lead, supervise, coach, and develop the Communications team, including the Communications & Design Coordinator, Content Producer, and Video Producer.
- Set priorities, manage workflows, and foster a collaborative, creative, and mission-focused team culture.
- Develop and implement JMI's annual communications and marketing strategy in alignment with organizational priorities.
- Lead communications strategy for annual fundraising campaigns and events, ensuring consistent messaging and execution across digital, print, video, email, and social media.
- Establish editorial calendars, campaign priorities, and messaging strategies in collaboration with the Communications team.
- Monitor performance metrics and adjust strategies to strengthen brand awareness, engagement, and ministry impact.

Brand, Communications & Public Relations

- Steward the JMI brand, ensuring consistency in messaging, voice, and visual identity across all communications.
- Provide editorial oversight, execute and approve major communications across print, digital, campaigns, and publications.
- Lead JMI's public relations efforts by building media relationships, identifying visibility opportunities, and managing organizational messaging.
- Support executive leadership with strategic messaging, presentations, reports, and communications during major announcements or sensitive situations.

Team Collaboration & Digital Oversight

- Partner with the Development, Programs, Mobilization, HR, Sponsorship, and International teams to provide strategic communications support and maintain brand consistency.
- Provide oversight of JMI's website, email marketing, social media, video, and other digital communication channels.
- Monitor communications performance and analytics to strengthen audience engagement and overall effectiveness.

Other duties as assigned