



Position Description

Title: Writer/Editor

Hours: Full Time

Reports to: Vice President for Marketing

Primary Responsibilities:

- Perform all job responsibilities for the purpose of carrying out ANM's mission to advocate for, encourage, and equip indigenous missionaries around the world to hasten world evangelization.
- Live out the organizational values of ANM: Christ-centered, relationship, integrity, and stewardship.
- Serve as the primary writer/editor for Donor Communications department.
- Coordinate marketing projects for internal marketing needs - ensuring quality, consistency, voice, and branding.
- Lead internal marketing team (graphic designer and production coordinator)
- Provide edits and reviews to marketing team on major initiatives and various projects as needed.
- Create written content for ANM publications as needed.

Key Performance Metrics

- Provide donor communications department with written materials according the provided content calendar.
- Increased donor engagement as measured by financial giving or other measurable response or interaction.