

Writer and Editor: Slovakia

Assist TWR's Marketing and Development department by writing and editing publications, proposals and reports. Provide key updates on TWR projects and initiatives.

Core Competencies:

- ✓ Commitment to Jesus Christ evidenced by a personal relationship with Him and commitment to a local body of evangelical believers
- ✓ Excitement about being involved in full-time missions and willingness to develop a team of prayer and financial partners
- ✓ Flexibility and willingness to adapt to change
- ✓ Cultural sensitivity within international teams
- ✓ Enjoy working on multiple tasks simultaneously, managing priorities and workflow
- ✓ Commitment to excellence
- ✓ Ability to maintain confidentiality

Responsibilities:

- ✓ Research, write and edit publications
- ✓ Oversee writing, editing, photography, and layout workflow
- ✓ Oversee printing and distribution of PR materials and prayer initiatives
- ✓ Research and write proposals, reports and donor gift acknowledgements
- ✓ Respond to queries from national partners concerning projects, support and communications-relevant information
- ✓ Provide support in fundraising events and other efforts for the region as well as projects for local and global fundraising
- ✓ Assist with donor database administration

Desirable Qualifications:

- ✓ Training and/or experience in journalism and media
- ✓ Training and/or experience in fund development