

Latino Ministry Community Outreach Position

Trinity Episcopal Parish, Wilmington Delaware is a vibrant, growing parish located in the heart of the city and is firmly committed to the Episcopal Church. We are seeking candidates who have a passion for justice and assisting our community, individuals and families in living out our call to seek and serve Christ in all persons.

This is a part-time (15 hours per week) position. Salary is commensurate with qualifications and experience. Interested persons should contact the Reverend Patricia Downing, rector, by mail (1108 North Adams Street, Wilmington DE 19801), by phone (302.652.8605, ext. 12) or by email (patricia@trinityparishde.org)

Responsibilities

- Work collaboratively with Trinity Parish staff and take the lead in certain areas of the parish's community outreach mission.
 - Service to Individuals and Families
 - Individual meetings, home visits
 - Referrals to community agencies
 - Accompaniment to appointments
 - Disperse and track expenses for emergency assistance
 - English as a Second Language
 - Coordinate Volunteers, Child Care and Transportation Staff, and Class Schedule
 - Work in partnership with the Literacy Volunteers (LVSA) organization to train volunteers and provide resources to English Language Learners
 - Leadership Development
 - Coordinate youth scholarships to Camp Arrowhead
 - Coordinate workshops for adults on community resources (civil rights, financial literacy, public safety)
- Support Consejo Parroquial leadership development process
- Maintain strong partnerships with the pastoral leaders and congregation of Trinity Parish as well as recruit volunteers for a variety of ministries.
- Develop and maintain strong collaborative relationships with people in other community organizations and faith institutions.
- Seek, write and report on grant funding.

Qualifications

- Community development, social service experience.
- Ability to assess the needs and capacities of individuals and families who seek assistance, and to work in partnership with them towards identified goals.
- A strong respect for confidentiality.
- Ability to work respectfully with people of diverse cultures, opinions, and personalities.
- Respect for the values and traditions of the Episcopal Church, and Trinity Parish.
- Willingness to work flexible hours, including Saturday and Sunday mornings.
- Driver's License.
- Excellent bilingual verbal and written communication skills, in Spanish and English, including:
 - Strong listening and interpersonal skills.
 - The ability to effectively communicate information in writing.
- Computer Literacy
 - Ability to use Microsoft office applications, especially word processing and spreadsheets to manage contacts and programs.
- Education: Bachelors required, MSW or similar degree desirable.