

Area Property with Purpose Coordinator

Reports to: Chief Program Officer (or designee)
FLSA Classification: Exempt
Salary Range: \$75,000 – \$95,000
Work Environment: Hybrid (combination of remote work, some conference office presence in Fulton, MD and Dover, DE, and travel across the BWC/PDC area to visit congregations and community partners)

Position Summary

The Area Property with Purpose Coordinator (PPC) advances the mission and vision of the Baltimore-Washington and Peninsula-Delaware Episcopal Area of The United Methodist Church by helping churches and affiliated ministries discern and deploy their property assets for God's preferred future. Through missional, financial, and technical consultation, the PPC equips congregations to repurpose or redevelop property in ways that strengthen disciple-making, meet community needs, and align with Missional Action Planning (MAP) goals.

This role bridges ministry and marketplace by integrating spiritual discernment, community engagement, and professional development practices. The PPC supports the work of local congregations, district MAP (dMAP) teams, and the Property with Purpose Advisory Team, ensuring that property projects advance vitality, justice, and sustainability throughout the episcopal area.

The PPC embodies the United Methodist commitment to faithful stewardship of assets, ensuring that property serves as a living witness to God's abundance and justice. This role helps reimagine inherited structures into assets for mission, sustainability, and public good—turning sacred space into sacred impact.

Primary Responsibilities

1. Coordination and Reporting

- Serve as the primary point of contact for inquiries regarding property redevelopment and affordable housing.
- Collaborate with dMAP teams to integrate property stewardship and missional vitality strategies.
- Provide regular updates and reports on local church property initiatives, including feasibility studies, partnerships, and redevelopment outcomes to the Area Executive Leadership Team (ELT) and other relevant stakeholders.
- Maintain an updated inventory of congregations and properties in transition, redevelopment, or closure processes.

2. Strategic Integration and Alignment

- Identify and sustain relationships with trusted vendors, professional partners, and technical experts who can support congregations in property redevelopment.
- Add to the toolbox of local church resources to strengthen property stewardship.
- Collaborate with the ELT and the Property with Purpose Advisory Team to ensure redevelopment efforts align with area vision and policies.
- Recommend and assess financial and staffing models that enable redevelopment while protecting Area assets and mission integrity.

3. Technical Assistance and Advisory Support

- Guide local churches through the feasibility, and pre-development phases of property use.
- Coordinate with District Superintendents to provide property analyses for churches discerning closure or repurposing.
- Facilitate professional-quality feasibility studies for interested congregations and interpret results with clergy and lay leadership.
- Manage allocations from the Rev. Adrienne Terry Fund to support eligible property and housing initiatives.

4. Committee Leadership and Connectional Collaboration

- Serve as staff representative to the Property with Purpose Advisory Team and provide activity reports at Conference Board of Trustees meetings.
- Ensure redevelopment initiatives are missionally aligned with the Church's purpose of making disciples of Jesus Christ for the transformation of the world.
- Facilitate learning and sharing among congregations engaged in redevelopment, including presentations at leadership gatherings and conferences.
- Represent the interests of churches in the Area in regional and national networks focused on faith-based redevelopment, community revitalization, and affordable housing.

5. Development and Advocacy

- Provide education and advocacy related to housing justice, equitable development, and community collaboration.
- Curate and share case studies, success stories, and best practices from across the Area and other denominations.
- Develop and facilitate training workshops, webinars, and toolkits that build clergy and lay capacity for faithful property stewardship, community partnerships, and redevelopment discernment (e.g., *Property with Purpose Roadmap*, *Money and Mission*, and other tools).

6. Governance, Risk Management, and Compliance

- Ensure all redevelopment efforts comply with the *Book of Discipline*, Conferences' policies, and applicable laws and regulations.
- Advise District Superintendents and Trustees on property transactions, leases, and redevelopment agreements to ensure missional and fiduciary integrity.
- Collaborate with the Treasurer's Office, Chancellor, and insurance providers to assess risk exposure and implement mitigation strategies.
- Maintain documentation, covenants, and records related to property transactions and redevelopment projects.
- Support the development of ethical guidelines, due diligence standards, and accountability measures for redevelopment partnerships.

7. Evaluation and Impact Measurement

- Develop benchmarks and metrics to evaluate redevelopment outcomes in terms of mission impact, community benefit, and financial sustainability.
- Regularly assess and report on progress toward property stewardship goals to ELT.
- Recommend process improvements and innovations that enhance the effectiveness of the MAP Property with Purpose.
- Gather and share impact stories that demonstrate how reimaged properties are transforming communities and expanding the Church's public witness.

Qualifications and Competencies

Education and Experience

- Bachelor's or Master's degree in Urban Planning, Community Development, Real Estate, or related field.
- Minimum of 5 years of demonstrated experience in property redevelopment, affordable housing, or community-based development.
- Proven success in project management, stakeholder engagement, and interdisciplinary collaboration.
- Familiarity with public/private partnership models, community benefit agreements, and housing finance tools (e.g., LIHTC, HUD, state/local programs).
- Knowledge of United Methodist polity and governance, especially as it relates to property and charge conference processes preferred.

Core Competencies

- **Mission Alignment:** Connects property use to disciple-making and community transformation.

- **Strategic Thinking:** Integrates ministry, financial, and development perspectives into cohesive strategies.
- **Relationship Management:** Builds trust with and between clergy, laity, and community partners.
- **Technical Acumen:** Understands feasibility studies, financing, and property due diligence.
- **Communication:** Interprets complex processes in accessible and faith-rooted language.
- **Innovation:** Identifies creative and sustainable uses of underutilized property.
- **Accountability:** Demonstrates follow-through, transparency, and clear documentation.
- **Equity Orientation:** Recognizes and addresses systemic inequities in redevelopment and ensures community inclusion.

Now Hiring: Area Property with Purpose Coordinator (PPC)

Salary: \$75,000 – \$95,000 | **Status:** Exempt | **Reports to:** Chief Program Officer | **Work Environment:** Hybrid (Fulton, MD • Dover, DE • remote with regional travel)

About the Role

The **Area Property with Purpose Coordinator (PPC)** helps congregations imagine how their buildings and land can serve God's preferred future. By combining spiritual discernment, financial strategy, and technical expertise, the PPC guides churches in re-envisioning their property as an instrument of mission, community transformation, and sustainability.

This position serves both the **Baltimore-Washington** and **Peninsula-Delaware** Conferences, supporting the work of district Missional Action Planning (dMAP) teams and the Property with Purpose Advisory Team. The PPC acts as a bridge between ministry and marketplace—helping local churches repurpose or redevelop property in ways that advance vitality, justice, and faithful stewardship.

Key Responsibilities

- Serve as the **primary point of contact** for property redevelopment and affordable-housing inquiries.
- Equip and advise congregations through **discernment, feasibility, and pre-development** phases.
- Build partnerships with **developers, funders, community leaders, and technical experts** to expand missional opportunities.
- Align redevelopment projects with **area mission, vision, and governance**, ensuring compliance with the *Book of Discipline* and Trustee policies.

- Facilitate training and share best practices that strengthen **property stewardship and community collaboration**.
- Maintain ongoing **reporting and evaluation** on impact, outcomes, and lessons learned across the area.

Qualifications

- Bachelor's or Master's degree in **Urban Planning, Community Development, Real Estate, Theology**, or related field.
- Minimum **5 years of experience** in property redevelopment, affordable housing, or community-based development.
- Working knowledge of **United Methodist polity** and property processes.
- Strong skills in **project management, stakeholder engagement, and partnership development**.
- Passion for aligning mission, justice, and financial sustainability in ministry contexts.

Web Posting: Simplified Position Description

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Reports to: Chief Program Officer (or designee)

Work Environment: Hybrid (remote with some office presence in Fulton, MD and Dover, DE, plus travel across the BWC/PDC area)

About the Role

The Area Property with Purpose Coordinator helps congregations discern how their buildings and land can serve as a catalyst for community transformation, and when they are faithfully offered as a resource for community flourishing in response to community-led vision and need.

Serving across the Baltimore-Washington and Peninsula-Delaware Episcopal Area, this role supports churches in repurposing or redeveloping property to strengthen disciple-making, meet community needs, and advance justice and sustainability. Blending spiritual discernment with professional expertise, the Coordinator partners with local churches, district Missional Action Planning (dMAP) teams, and the Property with Purpose Advisory Team to guide projects from early discernment through feasibility and pre-development—helping turn inherited assets into places of renewed mission and public good.

Key Responsibilities

- Serve as the primary point of contact for church property redevelopment and affordable housing inquiries
- Guide congregations through discernment, feasibility, and pre-development processes
- Build and steward relationships with developers, funders, and technical partners
- Align property initiatives with missional goals, governance requirements, and fiduciary best practices
- Support training, learning, and shared resources related to Property with Purpose
- Track progress and report on outcomes, impact, and lessons learned across the area

Qualifications

- Bachelor's or Master's degree in Urban Planning, Community Development, Real Estate, Theology, or a related field
- At least five years of experience in property redevelopment, affordable housing, or community-based development
- Strong project management and relationship-building skills
- Familiarity with United Methodist polity and property processes preferred
- A passion for connecting mission, justice, and financial sustainability

Revised e-Connection Blurb (Final Language)

Now Hiring: Area Property with Purpose Coordinator

The Baltimore-Washington and Peninsula-Delaware Episcopal Area is seeking an **Area Property with Purpose Coordinator** to help congregations discern when their buildings and land serve as a **catalyst for community transformation**, and when they are faithfully offered as a **resource for community flourishing** in response to community-led vision and need.

This hybrid role blends spiritual discernment, redevelopment expertise, and partnership-building to support churches exploring new ways their property can serve God's mission, advance justice, and strengthen community life. **Salary range: \$75,000–\$95,000.**