

## Job Description: VENTURE MILES LEAD

### Job Summary:

The Venture Miles Lead will implement Venture's newest and most innovative technology, to serve Organizations, Churches and Participants - inspiring them to log more miles and raise more money for those in dire need. The Lead is responsible for developing and implementing strategies to serve key stakeholders using the Venture Miles App and Online Platform. This role is responsible to work cross-functionally with other Venture team members to develop stakeholder relationships, user-friendly systems, and content necessary to maximize its functionality .

### Primary Responsibilities

- Identify and develop relationships with key stakeholders to engage with the app (Organizations, Churches, Alumni, New Participants)
- Develop marketing strategies to recruit users through online, print, and email advertisements; as well as through church, conference, and university events
- Recruit, equip, and train Venture Miles Champions to use and promote the new App
- Serve as a concierge to partner Organizations and Churches
- Work with designers and developers to establish on-boarding processes, and user-friendly systems to engage and retain stakeholders

### Secondary Responsibilities

- Work with, and lead, cross-functional teams within the Venture Community to achieve goals in relation to the Venture Miles App. These include, but are not limited to:
  - Marketing
  - iOS and Android App Development
  - Tours
  - Grassroots Engagement
  - Alumni
- Create campaigns in cooperation with partner stakeholders
- Identify and problem solve obstacles to user experience with Venture Miles
- Gather and interpret follow-up data on users

### Essential Competencies

- Excellent interpersonal skills
- Excellent written and oral communication skills
- Proven effectiveness in program/project or business development
- Strategic, detail-oriented ability to manage projects through systematic processes
- Strong competencies in marketing and social media principles
- Ability to lead and serve on cross-functional teams
- Proven commitment to discipleship

# VENTURE

## Essential Job Functions:

- Able to come to work promptly and regularly
- Able to take direction, work well and communicate well with others
- Able to concentrate and perform accurately
- Able to work under the stress of deadlines
- Able to react to change productively and handle other tasks as assigned

## Working Conditions:

- Working conditions are inherent to a normal office environment

## Job Requirements

- Education: Bachelor's Degree
- Minimum of 2-5 years of related experience (project development, event-planning, fundraising...)
- In depth experience with Venture or partner organization is highly preferred (ie. tour or campaign participation, fundraising for Venture, partner organization staff...)
- Personal faith in Jesus Christ, subscribes to Apostles Creed, knowledge of scriptures, and a theological perspective of biblical justice and caring for the poor and oppressed

*The organization reserves the right to make changes to any part of this Job Description as deemed, in its judgment, to be necessary or proper.*

*As a 501c3 "religious organization", Venture values all people from every country and every background, and does not make hiring decisions on the basis of race, color, age, gender, national origin or ancestry, marital status, disability or veteran status.*

*This organization is an "at will" employer and an offer of employment will not limit the future right of either party to terminate employment, at-will. An employee is free to resign at any time, for any reason or no reason, with or without notice. Similarly, the Organization is free to conclude the employment relationship at any time for any lawful reason, with or without cause, and with or without notice.*

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