

Church of the Redeemer (theredeemer.ca) is a dynamic, faith-based community whose outreach and ministry encompasses The Common Table (<https://theredeemer.ca/alt/get-involved-alternative/drop-in/>), Indigenous Solidarity and refugee sponsorship. The successful candidate will be contributing to the work of a compassionate and diverse community focussed on worship, learning and social justice issues of equity and inclusion for Toronto's marginalized groups.

looking for a skilled individual to manage all the parish's data needs using the resources of Servant Keeper to benefit the ministries and operations of the parish. This data management role includes maintenance of the data for quality and completeness; managing donor and parishioner information, donation processing and tax receipting, preparing reports and mailing lists, and improving data management capability. This position reports to the Parish Operations Manager

This individual is open to or has experience working in a faith community setting, is an enthusiastic team player with extraordinary attention to detail; and has proven experience working with data management programs.

Experience with Servant Keeper would be an asset. The position will begin onsite at the Church of the Redeemer

This is an hourly contract position - \$25-\$30 hr; 15-20 hr/week

Please submit resume to office@theredeemer.ca.