



Administrator Job Position at Grace Lutheran Church and Christian School

The Administrator is a key member of a team of ministers, both pastoral and school related. The incumbent will be a committed follower of Jesus Christ, embracing a missional perspective on the role of this church and its schools. The position entails administrative management and oversight of all aspects of ministry support for church and schools, including finance, personnel, operations and facilities. Additionally, the incumbent will work with various committees, both staff and volunteer; excellent communication skills, attention to detail, ability to multi-task, and information technology skills are important for the successful candidate.

Salary commensurate with qualifications and experience; job description available at: ytanko@gracelcms.net.

Position open until filled. Point of contact: Jack Anderson, Congregational President; captjack1@cox.net