



TEKTON MINISTRIES

Encounter Christ on a Catholic Pilgrimage

TEKTON MINISTRIES/THRIVING PARISH WEB DEVELOPER

ABOUT TEKTON MINISTRIES

Tekton Ministries provides authentically Catholic pilgrimages which build relationships with Christ and community. We work primarily with priests to build parish-focused pilgrimages to locations including the Holy Land, Italy, Marian Shrines, and Medjugorje. We have a strong focus on the spirituality and Catholicity of every pilgrimage and provide prayerful support for all of our pilgrims.

Tekton Ministries' sister company, Thriving Parish, is committed to helping Catholic parishes flourish through the use of technology to improve community participation and engagement. We do this by providing parishes and other Catholic non-profits with beautiful branding, effective, easy-to-use websites, and smart, targeted communications solutions.

WORDPRESS DEVELOPER

The WordPress Developer will be responsible for website development and maintenance for Tekton Ministries, Thriving Parish, and Thriving Parish clients, which will be comprised primarily of archdioceses, seminaries, and parishes. The Developer will work closely with other members of our creative team in order to create innovative and compelling websites that communicate the message and branding of each organization. This is a full-time position, with a standard 40-hour work week, located in our Carmel, Indiana office.

The right individual for this role will be a well organized self-starter and independent worker, highly motivated, and passionate about Tekton's mission.

RESPONSIBILITIES:

- Create, maintain, and update websites in the WordPress platform
- Integrate design and video elements for websites
- Work with hosting company to manage servers
- Monitor domains, site uptimes, and site software and plugin updates for Tekton, Thriving Parish, and clients
- Perform integration between websites and Customer Relationship Management (CRM) software
- Support team members who utilize websites for blogging purposes

SKILLS AND REQUIREMENTS:

- Experience in WordPress platform
- Working knowledge of HTML, CSS, and JavaScript
- Working knowledge of PHP, while not required, is a bonus
- Experience with Mac Operating System and Microsoft Office
- Knowledge of Adobe Creative Cloud Suite Products
- Ability to handle constructive criticism and work as part of a team
- Good interpersonal, organizational and time management skills with ability to prioritize and be flexible
- College degree in relevant field or equivalent experience