



ABHMS is hiring a Digital Engagement & Sales Associate

Application Due: July 31, 2026

Since 1832, the American Baptist Home Mission Societies (ABHMS) has answered God's call to develop and equip Christian leaders to make a positive impact in people's lives. We promote the Christian faith across the United States and Puerto Rico by cultivating Christ-centered leaders and disciples who heal and transform communities in partnership with American Baptists and others. The vision of ABHMS is to empower and cultivate passionate leaders and disciples who impact the society with the Gospel that heals and transforms, based on the Gospel of Luke 4:16-19. ABHMS is a historic national nonprofit agency serving the American Baptists across the United States and Puerto Rico. Owned and operated by ABHMS, Judson Press is a publishing ministry with more than 200 years of service. The Judson Press backlist includes over 300 book titles plus other products such as *Journeys* adult curriculum and the daily devotional periodical *The Secret Place*.

Why does ABHMS need a Digital Engagement & Sales Associate?

We need a proactive motivated communicator with great listening skills who has a customer- service orientation and problem-solving skills to join our team. The Digital Engagement & Sales Associate uses their knowledge of ABHMS and Judson Press products, events and services to connect with customers, vendors and constituents to generate sales and enrollment in our events. With guidance from ABHMS communications and marketing professionals, as well as other key ABHMS staff, the Associate develops sales pitches for products, events and services. This position is full-time and reports to the Director of the Marketing & Communications team; the job is based at the Leadership and Mission Building, 1075 First Avenue, King of Prussia, PA. The successful candidate will be able to commute to the office on a daily basis (this is not a remote position).

All interested applicants must provide both a **Cover Letter** and a **Current Resume**. Candidates with resume-only will not be considered viable applicants.

Submit all requested documents no later than July 31st 2026 to LMiraz@abhms.org

Key Responsibilities and Duties

- Continual discovery of ABHMS and Judson Press products, events and service.
- Collaborate with ABHMS marketing to identify prospective customers and constituents.
- Contact new and existing customers/constituents to offer ABHMS and Judson Press products, events and services.
- Communicate and emphasize key benefits and features of the products, events and services to increase engagement and participation and sales.
- Answer questions about the products, events and services of the organization.
- Collaborate with colleagues across ABHMS in order to be familiar with products, events and services of the organization.
- Collaborate with the Digital Marketing Coordinator to follow up on leads generated through email campaigns, social media, website inquiries, webinars, conferences, and other marketing initiatives.
- Assist with targeted email marketing efforts, including audience segmentation, list management, campaign deployment, and follow-up outreach.
- Support social media engagement by responding to inquiries, identifying opportunities for constituent outreach, and helping promote resources, events, and educational offerings.

- Assist with conference registrations, webinar enrollment, online course participation, and post-event follow-up designed to encourage ongoing engagement.
- Maintain customer and prospect information within CRM and marketing systems and help track engagement and conversion metrics.
- Support cross-promotion of ABHMS programs and services, including Judson Press, CCL, ministrElife, Space for Grace, and other key organizational initiatives.
- Occasionally, with prior notice, work an irregular schedule, evenings or weekends if needed.
- Occasional travel across the United States and Puerto Rico for work-related conferences and key events.
- Other relevant duties as assigned.

Experience, Skills & Abilities Requirements

- Bachelor's degree in communications, project management, business, or related field preferred
- 2–4 years of experience in customer service or related role
- Experience in faith-based settings preferred.
- Appreciation for the mission, vision, values, and goals of ABHMS. To be successful in this role, the individual must understand the organization's mission and values and work diligently to make a positive impact on advancing that mission.
- Knowledge of ABHMS and Judson Press products, events and services
- High attention to detail with strong follow-through
- Strong organizational and project coordination skills
- Excellent and effective communication and interpersonal abilities; a customer-focused aptitude
- Ability to manage multiple priorities in a fast-paced environment
- Proficiency in Microsoft Office, databases, and virtual collaboration tools; knowledge of Salesforce a plus
- Experience in digital marketing including email marketing platforms, CRM systems (such as Salesforce), social media engagement, and basic marketing analytics.
- Strong communication, organizational, analytical, and interpersonal skills.
- Critical thinking and decision-making capabilities.
- Problem-solving and critical analysis skills
- Experience working with diverse groups (race, ethnicity, age etc)
- Ability to learn new technologies and software

ABHMS is an equal opportunity employer. We do not discriminate and take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

ABHMS is a great place to work! We offer a safe, professional work environment located at 1075 1st Avenue, King of Prussia, Pa. Salary (commensurate with experience and other required qualifications) and benefits are competitive.