

**RACHEL
DAVIS**

she/her | 727-342-2924

davis.rachel815@gmail.com

SUMMARY Energetic leader with diverse non-profit experience in local and educational organizations; focusing on communications, education, community outreach, and innovation, these organizational and creative leadership skills make for a visionary and collaborative team-player.

WORK EXPERIENCE

St. Peter's Episcopal Church, Fernandina Beach, FL | 2020 – 2025

Director of Communications & Adult Formation | January 2024 – May 2025

- Developed a new communications plan for digital, print, and brand redesign, including the annual stewardship campaign, surpassing the goals of the parish strategic plan.
- Directed innovative adult programs by teaching, supporting guest lecturers, and organizing interactive education including lessons on ancient food and wine and ancient-style mosaics.

Director of Adult Formation & Parish Engagement | January 2022 - December 2023

- Increased engagement by launching new annual programs, including a seasonal art installation and an annual in-residence weekend with guest lecturers and by developing a visitor process which improved the new member rate by 20%, expanding involvement and financial investment.
- Served on the strategic planning committee creating a five-year strategic plan and executing its goals in partnership with the parish.

Director of Children's & Adult Formation | June 2020 - December 2021

- Developed ten new adult education offerings, which increased program attendance by over 40% and diversified engagement.
- Launched weekly and annual children's education programs including a socially distanced and safe learning space for children when public schools moved online during the pandemic.
- Co-launched a newly improved website, developing its design and branding.

Department of Youth Ministry at Flagler College, St. Augustine, FL | 2021 – 2022

Content Creator for the Missing Voices Project | March 2021 - February 2022

- Developed a communications plan and created social media and web marketing for the department, with specific emphasis on the 1-million-dollar Missing Voices grant project, focused on marginalized young people, including the edits and production of the year's podcasts with experts in youth ministry.
- Engaged with national leaders and managed real-time event logistics for the department's annual conference and final grant report convening, including space logistics, registration, and hospitality.

Institute for Youth Ministry at Princeton Theological Seminary, Princeton, NJ | 2019 – 2020

Administrative Assistant for the Log College Project | April 2019 - May 2020

- Administered the budget, communications, travel, and event planning for this youth-focused grant, working with a cohort of twelve diverse churches from across the U.S.
- Managed a team of seminary interns during the grant's week-long pinnacle event where higher education institutions, nonprofit organizations, churches, and youth gathered to test new models of youth ministry.
- Engaged in design thinking and research alongside the Grant Director and Project Coordinator for the 1.2-million-dollar grant project.

Kingston United Methodist Church, Kingston, NJ | 2017 – 2020

Administrative & Pastoral Support | September 2018 - May 2020

- Managed the Senior Leader's responsibilities in worship, administration, and more, leading the community during their month-long sabbatical.
- Mentored a team of seminary interns during their year-long Field Education practicum.

Kingston United Methodist Church, Kingston, NJ | 2017 – 2020 (continued)

Missional Entrepreneurship Resident for the Feed Truck | June 2018 – September 2018

- Served the outreach food truck by managing communications, neighborhood event planning, preparing/serving food, and planning/conducting construction on expanded outdoor structures.

Pastoral Ministry Intern of Hospitality & Outreach | August 2017 - May 2018

- Developed leadership skills through hands-on worship planning, public speaking, and teaching in a highly academic context.
- Instituted and executed a customized hospitality plan to welcome new members, considering the needs of marginalized people in the community.

Princeton United Methodist Church, Princeton, NJ | 2017

Interim Children's Ministry Co-Director | January 2017 - June 2017

- Directed programming, volunteer training, and long-term curriculum planning during a time of transition.

Mandarin Presbyterian Church, Jacksonville, FL | 2016

High School Youth Ministry Intern | January 2016 - September 2016

- Responsible for managing communications, student mentorship, adult volunteer recruitment, and teaching in both large and small group settings, alongside a team of staff.

First Presbyterian Church, Green Cove Springs, FL | 2015

Youth & Family Life Outreach Director | January 2015 - December 2015

- Developed a format for weekly children's and youth education programs, launched new fellowship gatherings for youth, and led community outreach events for people of all ages.

EDUCATION

Master of Divinity, 2019

Princeton Theological Seminary, Princeton, NJ

Bachelor of Religion & Philosophy, Minor in Youth Ministry, 2016

Flagler College, St. Augustine, FL

PROFESSIONAL EXPERIENCE

Keynote Speaker | Presbytery of the Northern Waters | Duluth, MN | September 2025

The Art of Church Hospitality: Why and How Do We Welcome?

Board of Provisional Elders member, Redemption Church, Bristol, PA, September 2019-June 2020

Consultant, guide, and prayerful assistance to the leadership's visioning and planning.

Flagler College Vocational Discernment Retreat Leader, Princeton, NJ, November 2019

Retreat coordinator and speaker for a class of undergraduate students studying youth ministry.

KEY SKILLS

Relationship Building | Storytelling | Leadership | Mentoring | Inclusive Teaching
Project Management | Creative Innovation | Strategic Planning | Active Listening