

**RACHEL  
DAVIS**

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**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