

Literacy Support Urban Missionary

Position Status: Full Time | Salary

Schedule: Monday – Friday during business hours and occasional evenings or weekends for events or training

Location: on-site at 2801 N. Charles St. Pittsburgh, PA 15214 (North Side)

Parking: Free parking is available on-site

Benefits: *Fully paid* medical, dental, vision, HRA, FSA, life, and disability (no monthly premium cost to the employee); PTO; 401k contribution upon eligibility; supportive and encouraging work environment with casual dress code

Who We Are:

Urban Impact is a Christian community development nonprofit ministry that desires to see lives holistically transformed in the North Side community one person, one family, and one block at a time who, in turn, make a powerful impact locally and globally for Jesus Christ. Our mission is to do our part in fulfilling Christ's Great Commission on the North Side of Pittsburgh by following His model of holistic ministry by investing in the lives of at-risk children, youth, and their families to develop mature, responsible followers of Jesus Christ. Urban Impact employees are expected to be a living example of the mission of Jesus; our beliefs must not only be understood but lived out in everyday life. If you are a dedicated follower of Jesus Christ and believe you are called to be a fellow worker in this mission, then we invite you to review the duties and qualifications listed below.

Position Summary: This role requires a passion for the Gospel and for developing early-elementary literacy skills in an urban context. The Literacy Support Urban Missionary is a support-raised position for individuals called to live and serve on the Northside of Pittsburgh. Candidates must be committed to communicating and demonstrating the good news of Jesus Christ while helping at-risk children, youth, and families grow holistically.

Responsibilities:

- Oversee the Literacy Support Program, including yearly planning, program evaluation, and academic progress monitoring (e.g., DIBELS).
- Support other Education Department programs, including Tutoring Center and Summer Day Camp.
- Recruit, train, mentor, and care for volunteers; coordinate orientations and ongoing training; maintain volunteer engagement and appreciation.
- Build discipling relationships with children, youth, and families; model spiritual maturity; lead Bible studies and prayer.
- Collaborate with school staff, parents, and Urban Impact teams to support student development.
- Maintain a safe, structured environment aligned with Urban Impact policies.
- Participate in organization-wide events and required meetings and trainings.
- Travel locally to schools and program sites; may transport students as needed.

Required Qualifications:

- Bachelor's degree
- Valid driver's license and clean driving record
- Ability to obtain required state and national clearances

Preferred Qualifications:

- Teaching or academic certification
- Experience working with students

Travel required

- Local travel to trainings, programs, and events is required
- Use of personal vehicle is required with mileage reimbursement available.

Organizational Requirements:

- Three-year commitment
- This is a support-raised position that is required to raise funds to cover its salary and must be willing to move to the North Side of Pittsburgh within a reasonable period of time after hire.
- Urban Impact employees are expected to align with the organization's faith-based mission and be a living example of the mission of Jesus. At Urban Impact Foundation, we don't just want our staff to be highly qualified in their professional skills. Since ministry is a holy calling, our staff must be believers in and committed followers of Jesus Christ, morally sound, and committed to the vision of Urban Impact. We require that our spiritual beliefs, detailed at <https://uifpgh.org/our-beliefs>, are not only to be understood and believed, but also lived out in the everyday lives of our staff.

How to Apply:

If you are interested in a growing, dynamic ministry and possess the job qualifications listed above, please email your resume, a cover letter of interest, and a brief statement of faith to: humanresources@uifpgh.org. All three items must be submitted.

This description is not intended and should not be construed to be an exhaustive list of all responsibilities, skills, efforts or working conditions associated with this job. It is intended to be an accurate reflection of the essential job elements.