



Current Opening: Curriculum Editor/Creator, Transforming Hearts (2026)

The Episcopal House of Prayer is seeking an experienced professional to serve in a grant-funded role focused on the work of designing, creating, and publishing a multi-layered contemplative curriculum that supports spiritual formation, in collaboration with the Director and Program Associate. This role performs design, content creation, editorial, and dissemination (digital and paper) tasks to support the work of Transforming Hearts: An Ancient Wisdom Curriculum for Modern Congregations, which is funded by Lilly Endowment, Inc. through the Thriving Congregations initiative, hosted by the Episcopal House of Prayer in Collegeville, MN.

Required Competencies

This role requires a natural ability to take initiative, work both independently and collaboratively, and a strong desire to implement grant programming in distinct phases by creating beautiful, high-quality materials to distribute to program participants for eventual publication.

1. Demonstrated success in roles relying on strong organization and communication skills.
2. Ability to plan ahead within a projected timeline and lead a team in executing a project in a collaborative environment with multiple stakeholders.
3. Familiarity with contemplative spirituality and the language of spiritual formation.
4. Previous experience in editing and designing (digital and paper).
5. Competence in multiple engagement modalities, including written communication, digital design, website, and social media.

Key Areas of Responsibility

The primary aim of this position is to publish a robust, elegant, portable, practical, and accessible curriculum that is multi-faceted for today's spiritual seekers. The curriculum will be layered in phases and requires that the person exhibit competency in an array of engagement modalities.

1. Administrative operations (lead the team in project timelines and completion rates, assess available software and design components and make recommendations, follow through on all phases of publication production, from design to print to distribution).
2. Design (work with Director and Associate to determine the best modalities for program materials in each phase of program implementation and sustainability; determine shifts in design upgrades as the program progresses, with an eye toward professional publication of materials; integrate differing modalities from written text handouts to brochures to website and social media to physical publication of booklets and/or curricular manual to development of scripts for video production).
3. Editorial (in collaboration with the Director and Associate: sift through raw materials from programming and previous presentations; select high-quality, necessary elements to support a robust contemplative curriculum for modern users; adjust language and presentation as necessary to appeal to and engage contemporary spiritual seekers).
4. Meet regularly with the Director and Associate to set priorities and ensure completion of tasks in a timely manner (in-person and/or online).

EHoP, Transforming Hearts, Program Associate - 2 of 2

Relationships

Reports to: Director

Team members: Program Associate, Hospitality Manager, Bookkeeper, Community Content Coordinator

Stakeholders: Board of Directors, ECMN Congregations, Grant Cohort and Cell participants, Thriving Congregations peer organizations, Lilly Endowment staff, future consumers of materials

Location

The Episcopal House of Prayer in Collegeville, MN, occasionally in person. Also, at-a-distance.

Compensation

Consultant. Market-based cash compensation of \$50/hour for 15-16 hour/week position. The hours worked can be flexible, and sometimes may need to be flexible to meet the needs of project timelines.

Note: EHoP is simultaneously hiring for three positions; consideration will be given to applicants who may be able to fulfill the work of more than one role.

Grant funding for this position will be available from 2025-2029.

Deadlines

Applications will be accepted through November, 2026. The expected start date is January 1, 2027.

Contact

Please reply with cover letter and resume to Christine Luna Munger, Director at directorhouseprayer@csbsju.edu.

Information on the mission, vision and offerings of the Episcopal House of Prayer can be found at www.ehouseofprayer.org.