

JOB DESCRIPTION

JOB TITLE: Production Tech / Digital Storyteller

DEPARTMENT: Tech Arts

REPORTS TO: Director of Technology

STATUS: Full-Time Salaried

JOB SUMMARY: Manage, maintain, and operate all production systems for Worship Services as well as produces video, graphic, and photographic material for TCI to include motion graphics, informational videos, web assets, and other media content as deemed necessary.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Responsible for producing all video-graphic content for the church.
- Produce creative content for all areas of the ministry.
- Coordinates with Director of Technology/Marketing to schedule 411 & insider video shoots; obtains permits as needed.
- Capture photographs and video of church life and events.
- Oversees video projects from inception to completion.
- Maintain and run live services production to include all aspects, including graphics, videos, sermon stream, recording, cameras, lighting control, A4V, etc.
- Collaborate with the Worship Team and Pastors to prepare for and execute the Worship Services, School Chapels, rehearsals, as well as other functions and events.
- Create visually pleasant lighting scenes to support an environment of Worship while focusing on attention to detail.
- Integrate, configure and operate new equipment and upgrades.
- Maintain production systems and keep areas efficient, organized and updated.
- Troubleshoot production related issues/concerns quickly and in a professional manner.
- Recruit, train, develop, and schedule volunteer teams to support live service production.
- Attend scheduled production meetings and other meetings as required.
- Strive for continued knowledge in all areas of live production/media creation.
- Perform other tasks as directed by the Director of Technology.

QUALIFICATIONS:

- Three (3) years of related live production, video production, photography, or other related experience.
- Intimate software knowledge Adobe CS Suite, Pro-Presenter, OBS, Martin M-PC, Black Magic Designs Suite. Above average knowledge of both Windows/Mac operating systems.

- Production experience including but not limited to Black Magic Designs production gear, studio/handheld cameras, Allen & Heath A4V, DMX, lighting system programming, stage lightning and design.
- Must be a self-starter with excellent creativity, analytical problem-solving skills, flexibility, good judgment and the ability to coordinate/concurrent tasks in an effective manner.
- Ability to work effectively while under pressure.
- Have a can-do and get-it-done attitude.
- Work independently, and deliver results on schedule.
- Capable of communicating effectively/professionally with a diverse staff to include leadership, staff, vendors, and volunteers.
- Ability to lift and carry up to 50lbs.
- Ability to work on a ladder or lift.
- Position may require some work outside of normal scheduled hours.

JOB PERFORMANCE STANDARDS:

- Accomplishes project goals within the targeted completion date.
- Enhances department and organization reputation by accepting ownership for accomplishing new and different requests, explores opportunities to add value to job accomplishments.
- Meets cost standards for projects; implements cost-saving actions.
- Gives attention to details with an eye for excellence.
- Willing to seek new information, training and resources as needed to enhance knowledge.
- Exhibits ability to apply new processes on a daily basis and or as circumstances arise.
- A self-starter, highly creative, strong media production skills and the ability to work independently with minimum supervision as well as in a team environment.