

JOB TITLE | Creative Video Producer

MINISTRY | Communications

REPORTS TO | Communications Director

STATUS | Full Time | Hourly Position

SUMMARY OF CONTRIBUTION

The Creative Video Producer is responsible for implementing Discovery Church's creative video strategy, managing projects, collaborating with leadership and ministries, while fostering a healthy work environment.

RESPONSIBILITIES

- Provide direction and leadership to Creative Videographer(s)
- Work in tandem with Communications team goals in order to provide cohesive implementation across all digital and print projects.
- Partner with ministry leaders to determine the scope of a project and set parameters to accomplish established goals.
- Source and hire contractors as directed.
- Establish an efficient and reliable scheduling process for film making and editing.
- Navigate site sourcing and site visits to use during filming.
- Assist with set design, backgrounds, lighting and props.
- Collaborate with a team to achieve the shots needed on set, providing instructions for all actors and crew members.
- Ability to clearly articulate desired outcome for video editing and provide input on scoring of music.

REQUIREMENTS

- High proficiency in creativity with the ability to stay current, relevant and ahead of current trends.
- Create a variety of video content, including service bumpers, ministry support content, event recaps, etc.
- Partner with ministry leaders to determine the purpose and goal of a video:
 - Develop a plan to effectively achieve these goals through film, animation, and editing.
- Highly decisive and skilled at assessing needs and identifying next steps toward a solution.
- Excellent interpersonal and relational skills with the capacity to navigate challenging conversations.
- Excellent verbal and communication skills with professional tone
- Self-starter, self-motivated, and thrives in a dynamic, fast-paced work environment.
- High attention to detail and desire to improve quality and efficiency.
- Ability to be flexible and handle multiple projects with shifting deadlines.
- Strong time management and organizational skills
- Ability to receive constructive feedback from partners and manage expectations.

EDUCATIONAL REQUIREMENTS

- A degree in film production is preferred.
- A minimum experience of 3 years in production Bachelor's Degree in Communications or relevant field preferred.

EXPERIENCE REQUIRED

- Experience in administration, coordination, and process development
- Ability to write video scripts and produce a storyboard and guide the production process.
- Familiar in video editing software

- Proficient in copying and editing process.
- Experience leading team.
- Experience managing a project budget.

IMPORTANT COMPETENCIES (*SPIRITUAL GIFTINGS*)

- *Leadership*
- *Administration*
- *Creative Communication*
- *Discernment*

BRIEF

We are looking for an individual that displays the competencies above but also exudes high character. This individual holds themselves to a biblical standard that is above reproach and honors God in their words and actions. They work to achieve and maintain a high degree of chemistry with all they interact with.