



Mission: Leading people to wholeheartedly follow Jesus
Vision: A People Prepared | A Church Unleashed | A World Transformed
Values: We are outwardly focused | We thrive in community | We never stop moving toward Jesus

Part-Time Digital Media Specialist Job Description

Job Summary The Digital Media Specialist is primarily responsible for overseeing the tech volunteers during the weekend worship experiences.

Core Competencies & Qualifications

The individual filling this position must possess the following skills, abilities, and attitudes in order to perform in this position:

- Leading and Supervising
- Coping with Pressure and Setbacks
- Creating and Innovating
- Applying Expertise and Technology
- Working with People
- Relating and Networking

Primary Accountabilities

The individual filling this position will be held accountable to the following goals and will be successful in this position if these goals are met:

- Weekend Tech volunteers are equipped with vision and skills to perform weekend responsibilities.
 - Video room processes and systems are maintained and updated to optimize efficiency.
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Duties & Responsibilities, Not Limited To

- Manage the video room and tech volunteers during weekend worship experiences and special events.
 - Oversee all video production duplication and playback equipment.
 - Collaborate with Weekend Director and Creative Arts Coordinator to recruit onboard and develop new tech volunteers.
 - Troubleshoot all video equipment in video control room and worship center during weekend worship.
 - Oversee the graphics process for Benton campus distribution.
 - Oversee editing Benton capture.
 - Oversee weekend sermon edit and upload.
 - Oversee CD/DVD duplication requests.
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Preferred Spiritual Gifts

Service
Leadership
Administration

Status Part Time

Hours 15

Reports To

Creative Arts Director