



Position— Media & Technical Arts Associate

Rate: Full-time

Position Description—

The Media & Technical Associate will serve and support ministry of North Church in the following areas—

- **Sunday Service Preparation & Production**
 - Responsible for taking creative ideas for Sunday services from idea to execution.
 - Works alongside Lead Pastor, Director of Worship, and volunteers to support the message with images, videos, stage and lighting design, etc.
 - Leads and develops the Tech Arts Team
(*audio, video pre/live/post production, ProPresenter slides, etc*)
 - Schedules and regularly communicates with all volunteers
 - Offers training and support in every role.
 - Plans weeks to months in advance to allow room for higher degrees of creativity
 - Weekly creative meeting with Lead Pastor
 - Quarterly creative meeting with Creative Team (volunteers and staff)
 - Annual experiences including Christmas & Easter
 - Worship events
 - Responsible for creating the weekly teaching cards and service orders in Planning Center
 - Responsible for the distribution and archival of all media produced.

- **Media Creation & Storytelling**
 - Video filming & editing
 - Ability to coach someone in telling their own story in an authentic and engaging way
 - Skills in storytelling, videography, lighting, scripting, story-boarding, production schedules, etc.
 - Small-project graphic design
 - Ability to create basic graphic design for church events, Sunday series, social media content, etc. via Photoshop, InDesign, etc.
 - Photography
 - Ability to take photographs on mobile device and/or DSLR to assist with social media content, general archiving/documentation, and digital/print communication needs preferred.

- **Digital Communication**
 - North Church's "Brand Ambassador" – responsible for the creation, scheduling, and daily output of all church-wide digital communication including social media channels, church mobile app, and church website.
 - Coordinating and budgeting for out-sourced creative projects – providing creative input as well as efficient workflow and quality control
 - Interfaces with Office Administrator regarding graphic needs for print communication (bulletin, signage, banners, etc.)

- **Service and Special Event Technical Support**
 - Ensure the excellent technical delivery of services and special events including all AVL needs, volunteer recruitment, and gear transportation
 - Works closely with Management Team to lead discussion about staging or technical needs for each service/event
 - Responsible for identifying and following up on any and all technical gear cataloguing, maintenance, and repair

Accountability

- Reports to the Lead Pastor for vision and direction
- Member of North Church Staff
- Responsible for prudent budget oversight and management

Office Hours

- Full time — office hours 9-5:30pm (Tuesday-Friday), 8-4:30pm (Sunday)
- Hours will flex as position requires

Education

- College degree or commensurate experience in related field preferred

Required Skills & Qualities

- Highly proficient with today's technology, including, but not limited to:
Software: ProPresenter, Microsoft Office, Final Cut Pro, Adobe Creative Suite (with an emphasis on Photoshop, Premiere, and Audition), Blackmagic ATEM Studio, Blackmagic Media Express, ADJ MyDMX
Hardware: Canon DSLR cameras, Blackmagic live production equipment, Canon digital camcorders, SoundCraft sound boards
- A willingness and desire to learn/master new technology as it's needed in the church
- Demonstrates the highest degree of confidentiality, transparency, and accountability regarding sensitive congregational information.
- Willingness to call North Church, home, embracing our value of small groups and serving.
- Desires to grow in position—always improving and innovating
- Embraces North Church's value of equipping and empowering volunteers
- Possess a growing relationship with Jesus Christ and a desire toward biblical living.
- Agrees with our Staff Covenant for Christ-like living in community.
- Passionate about seeing the local church grow & lives transformed
- High attention to detail
- Embraces value of people over product

Not required but preferred—

- Ability to mix and teach live sound
- Experience with live video production
- Experience with stage design & lighting

About Us

North Church is a fun, active, and growing church with a heart to serve the Olentangy and surrounding communities, leading people toward a growing relationship with Jesus Christ. From that epicenter, we see lives transformed here in Central Ohio but also places like Appalachia, El Salvador and South Africa as we live out the Great Commission. If you've always dreamed of being a part of a passionate, tight knit, hardworking team where everyone's story matters, North Church might be the place for you to call home.

To find out more about us, visit us on Instagram, Facebook, or at www.northchurch.life.

Please send a copy of your resume to careers@northchurch.life