



PRODUCTION DIRECTOR

Purpose

The Production Director's primary responsibility is to provide leadership in environmental, audio and visual areas of the church's ministries and physical spaces as a technical and artistic champion who will support worship, discipleship and special events at Deermeadows

Structure

The Production Director reports to the Worship Pastor. This position is a part-time position at approximately 30 hours per workweek. It includes Sunday hours and Wednesday night hours, as well as other days determined in conjunction with the Worship Pastor according to the needs of the church.

This position is eligible for benefits as described in the Personnel Policy and Practice Manual.

General Responsibilities:

1. Lead volunteer media team (video, sound, lighting, livestream) at all services and special events to include, Christmas, Easter, conferences, etc.
2. Work with Worship Pastor and other staff to prepare services
3. Assist in production requirements of weekend worship service.
4. Recruit, train and lead volunteer teams
5. Schedule volunteers
6. Oversee setup and execution of livestreaming services
7. Capture video for online playback
8. Provide support and leadership at rehearsals as assigned
9. Oversee technical support for other on-campus activities as assigned, especially activities in Founders Hall and The Gathering Place
10. Develop and present media budget requests to Worship Pastor
11. Attend and participate in team meetings and planning as requested
12. Develop and manage ProPresenter for worship services
13. Program and manage Onyx Lighting system in sanctuary for all worship services
14. Program BrightSigns throughout church campus
15. Provide technical assistance as needed to communications team in video production
16. Set up and tear down platform as needed

Qualifications

1. A strong, demonstrated life commitment to Jesus Christ.
2. Participate regularly in the ministries of a local Christian Church. Church member of Deermeadows is not required, but preferred.

3. Proficiency in producing events, live-sound mixing, audio and visual technology, and basic system wiring/routing.
4. Ability to create the appropriate audio mix and environmental atmosphere for any given situation.
5. Have an “ear and eye” for musical and artistic production beyond the technical knowledge—balancing the art and science of audio mixing, stage lighting and environmental atmospheres.
6. Thorough knowledge of sound equipment, media equipment, projection software and their purposes and applications in the church setting.
7. Prefer at least 3-5 years of proven experience as a production director in a similar environment.
8. High school graduate required, with post-high school education preferred.
9. Possess skills using desktop systems primarily the Microsoft Office Suite including Outlook, Word, Excel, and PowerPoint
10. Ability to quickly learn and become proficient in Deermeadows ShelbyNext tool.
11. Proficiency with or ability to learn and master communications development tools.
12. Must maintain a professional office appearance.
13. Possess excellent organizational and time management skills.
14. Have outstanding interpersonal abilities, and able to interact with all types of people.
15. Give attention to detail and demonstrate problem solving skills
16. Must be capable of walking and climbing stairs throughout the building, lifting up to 30 lbs., sitting for long periods, as well as quickly moving from sitting to standing and walking throughout the day.
17. Must possess a valid U.S. driver’s license, and submit to background checks and drug screening as required by the Personnel Policy and Practice Manual.

If you are interested in applying for this position, please email your resume to wlopes@deermeadows.org