



Worship Producer

Aldersgate United Methodist Church
1301 Collingwood Road, Alexandria, VA

FLSA Status: Exempt

Report to: Lead Pastor

Salary: up to \$30k a year (will be determined and offered commensurate with the candidate's experience and qualifications)

Hours and Days of Work: This position is an exempt position that will work a flexible schedule of 25 hours per week. On-site presence for Sunday morning worship is required. Additional on-site presence may be required as the church transitions back to in-person worship.

Overview

The **Worship Producer** supports the communications ministry at Aldersgate United Methodist Church (AUMC). As part of the staff team, the Producer will design and create video and media content for in-person and online worship (which may also be used for marketing and promotional purposes) and will be responsible for online streaming of Sunday morning worship. The Producer, assisted by other church leaders, will build a video ministry volunteer team to assist them in designing, creating, and sharing content video content for the church.

Skills needed

- **Leadership:** Demonstrate the ability to guide and direct video participants in a positive and effective manner, and effectively direct and empower volunteers to achieve production goals.
- **Planning & Organization:** Plan and organize video and production calendars to meet church ministry seasons, timelines, and deadlines.
- **Standard of Excellence:** Maintain a high level of excellence and professionalism in all work.
- **Creativity:** Display creativity and resourcefulness in production of video content.
- **Visioning:** Help translate goals and needs of ministry leaders into effective content and designs.
- **Editing Abilities:** Demonstrate an ability to compile footage and graphic elements to produce an appealing and engaging online worship experience.
- **Interpersonal Skills:** Communicate and interact positively and cooperatively with staff, team members, and volunteers, and respond well to constructive feedback.

Responsibilities

- Responsible for all aspects of technical production for in-person and online worship (i.e., audio, video, lighting, media).
- Direct and manage live streaming of Sunday worship services and other special worship services in accordance with Aldersgate's worship calendar.
- Work with clergy and ministry leaders (staff and laity) to conceptualize and design videos and content for worship services and for livestreaming and posting of those services on social media.
- Shoot and edit videos to create a dynamic and engaging worship experience. Some of the content may also be leveraged for special events, promotions, devotionals, and be published by the Producer or other staff to applicable web-based media.
- Maintain an organized digital media library of useable footage, photography, and complete projects.
- Working with other church leaders, recruit, train, manage, and empower a team of volunteers for the creation and production of worship services.
- Attend weekly worship planning meetings.
- Advise pastors and church leadership team of video ideas and needs for AUMC.
- Provide direction in the purchase and maintenance of all equipment (hardware, software, licenses, etc.) required to create high quality video content.



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- Oversee and manage the media ministry portion of the annual budget.
- Acquire appropriate releases and copyright licensing for all projects.
- Stay up-to-date with current trends in video media, design tools, and applications.

Qualities & Qualifications

- A love for Christ and people and positive outlook on the Christian church.
- Possess qualities of both a team player and a team leader.
- Possess professional maturity, good communication skills, self-motivation, and attentiveness to detail.
- Able to adapt to last minute changes and needs in the church and community.
- Effectively organize, prioritize, and lead multiple projects.
- Hands-on experience with web-based technologies.
- Must have a portfolio of work (professional or personal) that demonstrates technical skills and creative abilities in the area of sound, lighting, video production, and social media content creation. This includes composition, editing, production, direction, etc. of videos.
- Must be able to demonstrate experience and proficiency in the use of recording, editing, and production technology on a Microsoft Windows-based network.
- Must be able to demonstrate ability to set up and install media equipment (e.g., LCD projectors, speakers, TVs, video monitors, cameras, etc.).
- Think creatively for current and future desires and needs of the church and its ministries; ability to use media and its resources to enhance AUMC and its ministries.
- Prior experience working with volunteers is a plus.

How to Apply

To apply, send an email with your resume and a cover letter to staffsearch@aldersgate.net with "PRODUCER" in the subject line. Application deadline is May 31 2021.