POSITION DESCRIPTION

Job Title: Videographer / Story Teller
Status: Full Time (Typical work week is Saturday – Wednesday)
Supervisor Title: Creative Arts Pastor
Date Prepared/Revised: October 2014

Summary
The Videographer/Story Teller position will work to capture and promote the life and events of Fountain Springs Church (FSC). This role requires a strong ability to lead and participate in multiple teams, and manage many short and long term creative projects.

♦ Necessary Talents/Abilities
◆ Ability to capture clear, professional quality video & audio
◆ A strong and current knowledge of video production software (Final Cut, After Effect etc.)
◆ A strong and current knowledge of video cameras and equipment
◆ Ability to plan and lead a team of individuals in the capture of church events
◆ Ability to lead, work and interact with people in a positive manner
◆ Ability to meet deadlines for given projects
◆ Ability to “self-learn” to stay current in talents related to this job
◆ Ability and desire to contribute to the overall creative process at FSC

♦ Capture, Edit & Upload Weekend Services (10 hrs)
◆ Work with Pastor of Creative Arts and Tech Director to ensure a quality capture and file sharing system
◆ Edit captured sermon video of one of the two Saturday services to be uploaded before Monday at noon
◆ Edit captured music portions of the service to Dropbox by Monday at noon
◆ Consistently identify, develop and mobilize potential leaders for the Worship Ministry
◆ Serve as an active part of the problem solving, brainstorming and decision-making in the Creative Arts Department
◆ Contribute to the planning and realization of church-wide events and expect to be called upon in times of special need

♦ FSC Personal Stories (10 hrs)
◆ Schedule, capture and edit stories of “Fountain Springers” and those impacted by the ministry of the Church
◆ Update and collaborate with Creative Arts Pastor on projects through project management system (Asana, Wipster)

♦ Special Event Highlight Video (5-40 hrs)
◆ Capture and edit highlight videos of special events, including, but not limited to, Easter at the Civic Center, Christmas Eve, Baptisms, Youth Camp and Love Rapid City by the weekend following the event unless, otherwise specified by the Pastor of Creative Arts
◆ Update and collaborate with Creative Arts Pastor on projects through project management system (Asana, Wipster)

♦ Promotion/Marketing Videos (5-15 hrs)
◆ Work with Creative Arts team in brainstorming and creating a strong and unified marketing presence for all things FSC
◆ Capture and edit promotional video for special events, including, but not limited to, Easter at the Civic Center, Christmas Eve, Baptisms, Youth Camp, Love Rapid City and Sermon Series
◆ Update and collaborate with Creative Arts Pastor on projects through project management system (Asana, Wipster)
PERSONAL RESPONSIBILITIES

- Maintain God-ordained priorities in your life by putting Jesus Christ first
- Give at least 10% of your income to the vision of Fountain Springs Church
- Be loyal to the vision and staff of Fountain Springs Church and always protect the unity of the church
- Invest and invite the lost to know Jesus and come to Fountain Springs Church

STAFF VALUES

Community
We are a family, modeling community for our church. We will celebrate each other’s victories, pray for each other and treat each other with respect. We will do life together.

Professionalism and Excellence
We value each other’s privacy and schedules in the office and in the home. People will know where we are during the day, what time we’ll be in and what time we will leave. We will do the things that matter most first, and not overlook the important for the urgent. We will do what we say we will do and be on time and prepared for meetings.

Team Ministry
We can accomplish more together than we can individually. We are not a federation of sub-ministries and realize that we all have a part in the overall vision of the church. We will communicate with each other and collaborate with each other. We will respect each other’s roles and positions.

Right Priorities
We will meet with God every day. We will cheat the ministry and the church before we cheat God and our families. We will work hard so we can honor our days off. We never take our staff hat off and realize that people are always watching.

Retreat and Relax
We will periodically retreat as a staff, together. We will retreat once a year by ourselves. We will use our vacation time and attend conferences.

People Matter
People matter more than programs, buildings and budgets, but not more than principles and purpose. We will get back with people within 24 hours when they call or e-mail us. We will close the loop on communication.

If you are interested in applying for this job, please, send your resume to:
jobs@fountainspringschurch.com