

GCFI Church Content Specialist

Email resume to fellowship@glorychristian.org

Job Closes: May 31, 2019 at 5pm

Job Description Summary:

This position reports to the Director of Operations, oversees and assists with various communications and media duties; helping to promote the ministries and tell the stories of what God is doing in and through the people and ministries of Glory Christian Fellowship International (GCFI). This is a part-time (20-30hrs/week), hourly rate and support-level position. Rate is \$18-25/hr.

All applications MUST include a demo reel or link to demo reel / video portfolio!

Specific Responsibilities:

Work with a wide range of media including videography, photography, sound and graphic design. Primarily responsible to produce and edit effective videos and other multimedia presentations for use in and for the Sunday services, ministries events, Bible Study and other storytelling/promotional efforts.

Videography:

- Each quarter produce and edit a story of transformation which shares how God is using GCFI to grow in the Spirit, to release people into ministry or to connect people to Christ.
- Create, post and manage content for church social media accounts.
- Produce Growing Together videos that tell an inspirational story of how God is using this vision to challenge, grow and bless people's lives.
- Film major church events and activities as needed to produce relevant materials.
- Produce a weekly sermon "highlight reel" to be uploaded and used by our Connecting Ministries.
- Media broadcasts to be distributed to various media markets.

Photography:

- See that photos are taken at church events/classes for use in publications, social media, and the church database.

Sunday Services & Bible Study (and other events):

- Assist with the weekly creation of Sunday Worship Service and Bible Study graphics and images (motion graphics, screen ads, sermon graphics, etc.).

Social Media and Website:

- Oversee and create weekly content for social media and website (pages for all ministries, where applicable)
- Follow up and timely respond to comments; alert leadership on comments that need immediate attention.
- Produce campaigns to increase presence and engagement.
- Track trends and impressions; communicate to leadership.

Print/Publishing:

- Oversee the production of church related materials (bulletin, fliers, postcards, mailings, ads, promotional materials, etc.) as directed.

Additional Responsibilities:

- Work Hours: Sunday, Tuesday, Wednesday, Thursday
- Help develop a team of volunteers for photography and video.
- Meetings: Attend all required staff meetings and leadership events

Qualifications:

- **Character:**
 - A Christ-centered life marked by prayer, bible study, spiritual and emotional maturity and increasing dependence on the Holy Spirit.
 - Unquestionable integrity specifically in areas of relationships and time management.
 - A person with a spirit of submission, eagerness, flexibility, a teachable spirit and a sense of humor.
- **Competency:**
 - High aptitude for content creation which effectively captures and faithfully communicates the Vision and Core Values of GCFI as well as the voice of Senior Leadership.
 - Has a heart for telling great stories and the ability to take a project from pre-production to final delivery.
 - Extensive experience with Adobe CC production software, including Premiere, Audition, and After Effects.
 - Experience with DSLR-based and/or large-sensor type cameras.
 - Familiar with audio capture, editing and mixing techniques and equipment.
 - Excellent written and oral communication skills.
 - Participate in creative content discussions and brainstorming sessions.
 - Experience with editing photos.
 - Knowledge and passion for social and viral content, as well as documentary content.
 - Proven ability to edit compelling sharable, original content.
 - Proven ability to construct a story with available footage.
 - High organizational skills, able to manage multiple projects and work well under pressure and deadlines.
 - Personable – someone who “enjoys people” and interaction with congregants and guests.
 - Takes personal initiative in learning and keeping up with technology and communication trends.
 - Comfortable in a nondenominational and multi-ethnic setting.
 - Willing and able to learn and effectively use the church database system as needed.
 - Be flexible to work on Saturdays as needed
 - Available to film when needed (Sometimes on Saturdays)

Convictions:

- In full agreement with and champions GCFI's Vision and Core Values.
- Supportive of the structure and leadership of GCFI.
- Passionate about seeing others succeed.
- Strives for excellence in all work duties and takes personal initiative in learning.