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Video Production Team Leader

Term: 12 weeks (May – August 2021)

Hours: based on 40 hrs/week

Location: This job requires a combination of on site and remote work

\$18 / hour

Special note: *This job is created in line with Canada Student Employment grants, and therefore all applicants must be between 15 – 30 years old at the beginning of the work commitment. We place great value in diversity and developing young leaders at VAC. Preference will be given to the applicant who demonstrates strongest compatibility and for whom this position would give the greatest hand up in the journey of their career, which includes those who are underrepresented in church leadership and media roles.*

The primary function of the Video Production Team Leader is to, under the supervision of our Senior Associate Pastor, oversee the current and permanent integration of online church as we prepare to return to in person gatherings when current Covid 19 restrictions allow for it. As this role serves the mission of Victoria Alliance Church, it is understood that it will be carried out in a manner that models a Christ-centered, Spirit-empowered life on mission to make Jesus known.

Duties will typically support these key functions for Victoria Alliance Church, specifically:

1. to recruit, train, and equip volunteers for a **production team** that will ensure quality production of an ongoing weekly Sunday online service
2. to assist in the software, hardware and **equipment purchase and set up** suitable to sustain a quality weekly service online
3. to assist in establishing **best practices** that will guide our staff and volunteers in regards to online worship services and the establishment of an ongoing online community
4. to provide **summer relief** for the volunteer production team
5. to **innovate and adapt** other church programs to serve an online community context
6. to **support** the overall ministry impact of VAC by performing other duties as required

The Video Production Team Leader will report directly to the Senior Associate Pastor. The position is a temporary full time (40 hr/week) position for 12 weeks, May 2021 – August 2021 (exact dates to be negotiated). The position will allow for a blend of required on-site hours and flexible work hours. Please note, Sunday will have scheduled work hours.

Key Competencies and Characteristics for the Video Production Team Leader include, but are not limited to or contingent upon:

- Alignment with the vision, mission, and values of Victoria Alliance Church.
- A digital native who remains up to date with current digital communication trends.
- Confidence and corresponding skill in video/sound recording and editing, video production,

You-tube channel management, online.church platform, zoom, and Google docs. Our team also uses Canva and Nucleus.

- Comfort designing something new, establishing new systems that can be reproduced for use by others.
- A leader who can reproduce their skill and vision in others.
- An innovative and enterprising spirit that can also demonstrate an ability to work to deadlines.
- Ability to work creatively and wisely within a clear agreed upon budget.
- Clear and effective communication and training skills.
- An individual who champions the accomplishments of the ministry team, however is comfortable and reliable to work on their own for much of the time. Initiative, ability to take direction, follow through, improvisation, and self-evaluation/redirection will be consistent assets in the role.
- Excellent organization skills and a commitment to handling materials (video, audio, written, etc) with care for authentic representation of its intended use.
- Understanding that message and media are connected, and both are critical in our context for the sustained trust we require to serve well in our faith community.
- Experience working in a ministry setting is a valuable asset.
- An ability to lead and train others during a season with pandemic restrictions for meeting in person, and to archive training for the future through video and written means.
- Strong interpersonal skills, demonstrated through positive interactions with teammates and volunteers that serve to build up one another.
- A servant leadership work ethic practiced within the rhythm of weekly Sabbath.