

FOR OUR CHRIST, IN OUR CITY, THROUGH OUR CHURCH



Our Mission is central to who we are at First Calvary. Everything we do arises from our sense of purpose and mission. In order to accomplish our mission, we take seriously those who are called to be a part of our team. We look for G.I.V.E.R.S. those with a Growth Mindset, Innovative, Volunteer Oriented, Excellent, Relational, and Servant Leaders.

Job Title: Media & Communications Creative Director

Job Description

- First Calvary Baptist Church is in search of a lead creative who has an undeniable passion for Jesus and commitment to the church, to serve as our Media & Communications Creative Director. At First Calvary, we see media, creative arts, communication, and technology as a digital mission field; a space for us to further evangelize the Gospel of Jesus Christ. We are looking for creative storytellers, someone who has dreams of reaching our church, community, and city in creative and innovative ways, while also maintaining the integrity of our identity as a church.
- The Media & Creative Director will lead our media ministries, which is comprised of audio, video, graphic, social media, and web ministry volunteers. The Media and Communications Creative Director will oversee all media and technical aspects of First Calvary, including worship services, Bible Studies, production, video editing, online livestream broadcast, marketing, promotion, and managing updates on all digital media platforms. In this position, you'll have the opportunity to professionally promote church activities, managing the overall media communications plan for the church. More importantly, your job will be to convey why the ministry work we do at First Calvary matters to our residents, businesses, and visitors of our community. We're looking for a creative storyteller who enjoys working in a fun, fast-paced and exciting environment because, we are an Exciting Church, Excited about its Mission!

Duties & Tasks

- Create innovative, compelling, and inspirational content that engages church and unchurched persons.
- Develop content for social media, marketing/communications campaigns, website, and other material for all departments and ministries including writing, copying, shooting, editing, and creating video / photo / graphics assets.
- Lead, develop, train, and recruit volunteers for all media ministries (computer, IT, social media, audio, video, etc.) by establishing and maintaining a social media policy and plan; maintains and grows presence; provides training and oversight to selected staff and volunteers as part of social media efforts.
- Develop a digital media strategy, implementation plan, and performance metrics that support the churches mission and growth.
- Manage video operations and technical support for FCBC services and activities, as it relates to audio and video technology.
- Work with and support ministries for media, digital, and technology needs.

- Manage the churches web presence to enhance community outreach, engagement, and accessibility
- Manage, maintain, inventory and purchase equipment for livestream, production, and online content creation.
- Maintain and wisely steward related budgets and ministry spending
- Writes and proofreads printed and electronic materials as needed for all departments and ministries.
- Attends meetings and events to develop content.
- Performs other job duties as assigned the Pastor.

Qualifications:

- Bachelors' Degree in Communications, Digital Media, Graphic Design, or related field of study.
- Experience in social media management, videography, audio, and/or graphic design.
- Experience with Pro Presenter
- Experience with Adobe Creative Suite (Photoshop, InDesign) and/or other designer software.
- Experience with Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook).
- Knowledge of audio/sound equipment, lighting, and video computer programs, including operation of sound board and microphones during live worship services.
- Ability to troubleshoot problems in all technical areas during service, including video, audio, or lighting issues.

Work Environment • Mostly office • Ability to work remotely (Hybrid) on days not having worship service

Physical Requirements • Sitting at a desk (regularly) • Standing (regularly) • Stairs (regularly) • Walking (frequently) • Typing – computer keyboard • Telephone – receive and make calls • Speaking (regularly) • Hearing (regularly) • Seeing (regularly) • Lifting (up to 25 pounds)

All interested candidates should submit their Resume and Cover Letter to PASTORLAVARIN@FIRSTCALVARY.ORG.