Central Baptist Church
Ministry Description
Multimedia Director

**Definition:**
The Multimedia Director is responsible to operate and provide consistent and timely multimedia and technological elements to support the weekend worship services and special events through recruiting and equipping volunteers who are able to proficiently operate multimedia equipment. This position is responsible for creating and implementing creative stage design elements for worship services and special events. The Multimedia Director will also help determine and maintain the A/V and presentation needs in all areas of the facility.

**Time Commitment and Relationship:**
This is a full-time position and does qualify for benefits. A commitment to our weekend services and special events along with weekly office hours are expected.

The Multimedia Director reports directly to the Executive Pastor of Operations.

**Responsibilities:**
1. Oversee or operate live sound production at rehearsals, weekend services and special events such as, concerts, weddings and funerals.
2. Oversee or operate stage lighting and programming for rehearsals, weekend worship and special events.
3. Oversee or operate live video production for rehearsals, worship services, for online streaming and appropriate events.
4. Prepare, upload, and oversee appropriate presentation elements in Pro-Presenter 5 software
5. Capture and upload sermons for online and mobile viewing.
6. Recruit and train volunteers to proficiently operate all tech booth equipment.
7. Assist in the development and implementation of requested video and physical creative elements for weekend services.
8. Create and implement creative stage design elements for worship services and special events.
9. Import and prepare announcement slide formats to play in the Worship Center & Grand Central.
10. Other duties as requested.

**Qualifications**
1. Personal faith in Jesus Christ and agreement with our Statement of Faith.
2. Technological proficiency related to operating, maintaining, repairing, installing, and upgrading, sound, video, lighting, and presentation equipment.
3. Demonstrate administrative and organizational skills.
4. Proven professional manner.
5. Proven recruiting and relational volunteer development.

**Expectations:**
1. Ability to work well with other staff and volunteer team members in a mutually teachable, mutually submissive collaborative environment, and agreement with our Central Distinctives.
2. Theology and personal convictions (behavior) compatible with the existing church leadership.
3. A commitment to ongoing leadership and spiritual development.
4. Membership at Central Baptist Church is required once hired.
5. Regular attendance at worship and church functions.
6. Work week will require weekend and evening hours.