



## Broadcast Producer

**Position Scope:** Full-time

**Position Status:** Exempt

**Reports to:** Director of Technical Arts

**Department:** Technical Arts

**Salary Range:** \$50,150 - \$57,099

### Ministry Vision

A Fearless Church of Christ Followers whose Ridiculous Love and Dangerous Witness are Irresistible.

### Ministry Responsibilities

The Broadcast Producer supports the vision and ministries of Eastview by providing excellent technical execution of live and broadcast services and events, through volunteers, while creating an atmosphere of worship using advanced AVL systems.

### Essential Duties

<u>Description</u>	<u>% of Time</u>
<p><i><u>Vision and Strategic Development</u></i></p> <ul style="list-style-type: none"> <li>• Develop and champion the vision for broadcast production including the roadmap for achieving increased quality and capability.</li> <li>• Participate and provide expertise in meetings, retreats, and the strategic planning process.</li> <li>• Attend periodic industry conferences and training classes.</li> </ul>	10
<p><i><u>Leadership Development</u></i></p> <ul style="list-style-type: none"> <li>• Lead and produce the Sunday services in broadcast video and other related capabilities as required.</li> <li>• Work collaboratively with the Sunday Planning Team to innovate and achieve impactful Sunday services and Tier 1 events.</li> <li>• Serve as backup in the absence of the Director of Technical Arts.</li> </ul>	40
<p><i><u>Ministry Development</u></i></p> <ul style="list-style-type: none"> <li>• Develop and grow the broadcast production ministry, best practices, and volunteer teams to achieve increasing levels of proficiency.</li> <li>• Lead stage design from a broadcast perspective.</li> <li>• Design and manage the broadcast system.</li> </ul>	40

<u>Pastoral Responsibilities</u> <ul style="list-style-type: none"> <li>• Participate in spiritual growth opportunities.</li> <li>• Lead and develop ministry partners and volunteers spiritually.</li> </ul>	10
<u>Miscellaneous</u> <ul style="list-style-type: none"> <li>• Other duties as assigned.</li> </ul>	

### **Supervisory Responsibility**

- Ministry partners and volunteers

### **Required Core Competencies**

- *Functional/Technical Skills* – knowledge and skills to do job at high level of accomplishment
- *Time Management* – values time, uses effectively, concentrates efforts on important priorities
- *Action Oriented* – enjoys working hard, full of energy for challenges, seizes opportunities
- *Conflict Management* – steps up to conflicts, reads situations quickly, good at focused listening
- *Emotional Intelligence* – self-awareness, motivation, self-regulation, relates well to all kinds of people, builds appropriate rapport
- *Motivating Others* – creates climate in which people want to do their best, gets the best out of people

### **Required Qualifications**

#### Experience

- 7 years of video and broadcast experience
- Excellent leadership, mentoring, and training capabilities for staff and volunteers
- Excellent interpersonal communication skills
- Strong experience with broadcast video production, show production, and live event streaming
- High ability to design and manage broadcast systems
- Strong written and verbal communication skills
- Exceptional multi-tasking and time management skills
- Proficient working with a Ross video system and Hitachi broadcast cameras
- Proficient in live experience broadcasting style
- Proficient in Microsoft Office (Word, Excel, Outlook, PowerPoint, Teams, and Publisher) and Adobe products

### **Preferred Qualifications**

#### Education

- Bachelor's degree in broadcast or similar field

## Physical Demands

Stand:	F	Hearing/Listening	C
Sit:	C	Carry/lift 0-10 lbs	F
Walk:	F	Carry/lift 11-20 lbs	O
Run:	N	Carry/lift 21-50 lbs	O
Reach Outward:	C	Carry/lift 51 - 100 lbs	N
Reach Above Shoulder:	O	Carry/lift 100+ lbs	N
Climb (stairs/ladders):	F	Push/Pull 0-12 lbs	O
Crawl:	N	Push/Pull 13-25 lbs	O
Stoop, kneel, or crouch:	O	Push/Pull 26-40lbs	N
Bend:	F	Push/Pull 41-100 lbs	N
Talk:	C		

**N (Not Applicable)** Activity is not applicable to this occupation.

**O (Occasionally)** occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

**F (Frequently)** occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

**C (Constantly)** occupation requires this activity more than 66% of the time (5.5+ hrs/day)

## Work Environment

Well-lighted, heated and/or air-conditioned indoor office/production setting with adequate ventilation with expected significant hours in front of a computer screen. Moderate physical activity performing somewhat strenuous daily activities of a primarily production/technical nature. Manual dexterity sufficient to reach/handle items and work with the fingers. Overtime requirements as needed for special projects.