

Charlestonbury

*PRODUCTION
MANAGER*

Part Time

JOB DESCRIPTION

INTRODUCTION TO CHANCTONBURY WORSHIP COMMUNITY

Our vision within the Chanctonbury Worship Community is to cultivate a culture of family, authenticity, freedom and excellence. At Chanctonbury, we believe that it is more than the songs we sing or the things we do, but the heartfelt response we give to God that places value on Him. Our vision is to pursue God and one another wholeheartedly to see one another thrive in our gifting, calling and dreams. As a team, champion one another to be who God has called us to be.

PURPOSE OF THE POST

To establish, build and lead a sound production team and a live streaming team within Chanctonbury Church.

ROLE DESCRIPTION

1. To continue to pioneer all sound and video production elements of Chanctonbury Church with skill and excellence.
2. To continue to build and develop a team of volunteers to deliver consistent and quality mixes on a weekly basis.
3. To take full ownership in this field by leading sound checks, preparing sound and video equipment for Sunday services, conferences and events, delivering seamless quality throughout.
4. To prepare and distribute rotas for the sound and live stream teams.
5. To be an active member of Chanctonbury Worship Community.

FURTHER ASPECTS OF THE ROLE

- In joining our team, you will be an essential part of the Chanctonbury Staff Team. You will be loved, encouraged, equipped, challenged, 'cheered on', and nurtured.
- You will be the 'Go To' person for anything production related - we want you to dream big in this area, lead in this area, pioneer in this area and thrive in this area.

FURTHER DETAILS

- To recruit, train and develop volunteers including organising rotas where necessary.
- To liaise with other church staff members and ministry leaders to prepare for church services, conferences and events.
- To assess any need for and propose new equipment to senior leadership and train others to use it if deployed.
- To take part in other aspects of church life and ministry as requested from time to time, and in line with the post-holder's giftings.

DESIRED SKILLS AND ATTRIBUTES

- A clear passion for, and proven experience in production management
- Knowledgeable in signal routing and sound processing techniques (Panning, EQ & Compression)
- Knowledgeable in live streaming and live video equipment - familiarity with the vMix software is a plus
- IT literacy is an ever-increasing need for this role
- Excellent in problem solving
- Tech-savvy

PERSON SPECIFICATION

- A self-starter who takes responsibility and thrives on challenges
- Someone who can take ownership of their field
- A good communicator and organised in setting up equipment
- Capable with administration
- Able to play your part as a member of the Chanctonbury staff team, on occasion covering for others as need arises

EMPLOYMENT DETAILS

- The post is based at Chanctonbury Church, based mainly in Ashington Church but also Washington Church as the Sound and AV systems grow.
- This role will report to the Head of Worship.
- The role is part time, 16 hours a week, to include Thursday evening sound check and Sunday morning services.
- Attendance at Staff Community meetings on Tuesday morning is desirable but not essential.
- Remuneration is £750 per month (£9,000 per annum).
- Probationary period of 3 months.

FURTHER POTENTIAL

- Over time, and following an initial settling in period, the further potential areas of this role will include:
- Ensure that all sound volunteers are informed and relevant staff, trained and fully supported when new equipment or processes are introduced.
- The progression into a full-time sound, media and production management role as we continue to grow and respond to the increased need for resources.

Closing Date For Applications: 5 January 2022

Applications To:

Andrew White, Head of Operations
andrew.white@chanctonbury.org.uk

Please include a cover letter and CV when submitting application form.

Chanctonbury

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