

# Creative.Church

## Live Production Director

Creative Church is a multi-campus church located in the Greater Twin Cities, Minnesota area, led by Pastor Jonathan and Joanne Brozozog. Creative Church has continued to grow as one of the most diverse churches in the area over the past 17 years and were recently listed as the 24th fastest growing church in America by Outreach Magazine. As we grow, God gives more opportunities for expanding our team, and we are looking for talented, called and dedicated leaders like you to join us in this journey.

Please submit all resumes to [andrew@creativechurch.com](mailto:andrew@creativechurch.com) with the position title in the subject line. Thank you.

### Position Description:

To provide Logistical direction and pastoral leadership to the production team. The Production Director will lead the production elements of each worship service and special program. Although the senior pastor is the “director” in terms of setting the theme and overall direction, the service producer will oversee and coordinate all the details that a service encompasses. The production director is a leader who can communicate a direction in a way that inspires those around him/her to join in the pursuit of that vision. This position is a pastoral one that therefore requires the individual to serve not solely as a director but also as a shepherd to the people who serve in this ministry.

### Position Details:

- Position Type: Full Time
- Hours Per Week: 40+ Hours
- Reports to: Creative Director

### Essential Duties & Responsibilities:

#### Leadership Oversight

- Build the necessary teams to carry out the production and stage elements of Adult, Youth, and Kids services and events.
- Work on Recruitment continually and oversee the Onboarding process of new volunteer and leaders on the Team

- Plan the corporate worship services in consultation and collaboration with the rest of the Creative Department
- Oversee the Staffing and Scheduling of all Positions for production
- Create leadership development tracks for people in your team
- Facilitate all the department equipment updates, improvements, purchasing throughout the week
- Introduce our media teams to team-specific training provided by other ministries, books, and conferences on a monthly basis.
- Direct all weekly activities and rehearsals necessary to facilitate special productions in services. (i.e, Dance productions, Skits, Props, Baptisms, Baby dedications, Graduations, Guest speakers, camps, conferences, etc.)
- Oversee the Production department budget, organization, and volunteers.
- Set annual goals for the production ministry that are in line with our vision and then evaluate how those goals were attained or modified during the year.
- To be an extension of Pastor to everyone involved in the production ministry and take spiritual oversight for them.

#### Group Growth and Development

- Raise and develop leaders and volunteers to manage all production elements
- Seek to build relationships with new attendees and make personal connections in an attempt to facilitate groups, teams to meet the needs of the church members.

#### Direct Ministry Oversight

- Overseeing the teachers, facilitators and volunteers who run the production department
- Lead a campus point person for production at both campuses
- Other duties as deemed necessary by your leaders

#### Qualifications & Skills:

- Mature and ongoing personal relationship with Jesus Christ.
- Ability to fully embrace the vision, values & statement of faith of Creative Church.
- Must be able to maintain confidentiality and exercise discretion.
- Organization and strong communication skills are essential.
- Must have the ability to plan, budget, delegate and meet deadlines on time.
- Ability to recruit, train and mentor other leaders.
- Ability to work in a team and or independent professional manner.

- Manage time and schedules well, and meet deadlines consistently.
- Capable of handling several tasks at once with thorough follow through.
- Have strong people skills, problem solving skills and general computer skills.
- Technical expertise and teachability in audio/visual technology
- Troubleshooting capabilities
- Understands the nuances of church service tech/media operations
- Stays up to date with new technologies to match the needs of the church