

Department	Production		
Location	Dublin & Alamo Campuses		
Job Title	Production Expert		
Reports to	Dustin Smith - Media I Production Director		
	FLSA Code:	Type of position: Part-time	Non- Exempt

GENERAL DESCRIPTION

PURPOSE OF THE POSITION

Advance the mission, vision, and values of NLC. Possess a servant's heart toward other team members and promote relational health on the team (with emphasis on promoting joy and unity). Continue to develop as a leader and mature Christ-follower.

SCOPE

The Production Expert reports to the Media I Production Director, Dustin Smith and this position is subject to change, based on greatest needs of NLC and/or changes within NLC, as we are committed to our mission not a position. The assignment does include Sunday work hours.

RESPONSIBILITIES

PRODUCTION

- High level expertise with Live Sound Reinforcement, constantly driving to improve the audio experience at NLC.
- Proficient with lighting, video production, and broadcast/streaming technology, supporting as needed.
- Set-up and strike weekly rehearsals, ensuring worship teams/communicators have the production support they need.
- Actively recruit and train volunteers to support production needs
- Conduct weekly evaluations of services, communicating wins and opportunities, including needed repairs, service flow improvements, etc.
- Support the repair and maintenance of all technical equipment used in worship services and weekly ministries.
- Continuous learner, contributing excitement, research, and the implementation of new technologies in collaboration with the Production Lead & Director.

PEOPLE

- Celebrate Production teams when there are wins, and support those that need additional training.
- Actively identify ways to raise the bar for excellence. (Technical & Creative)
- Have a one team mentality, supporting other people and tasks that may not directly be a part of your job description.

CAPABILITIES AND CHARACTERISTICS

- Understands and embraces the New Life Church DNA
- Faithful, positive, loyal, self-motivated, flexible
- Display a high level of communication to supervisors and department leads.
- An independent self-starter who also works well within a team environment and comfortable interacting with leadership
- Relationally adept, desiring to sincerely engage, organize and network with diverse people.
- Ability to manage proprietary information with discretion and maintain strict confidence as it relates to church attendee privacy.
- Be able to multi-task with ease.
- Be comfortable working in a fast paced and frequently changing environment

WORK SCHEDULE/HOURS

Name of person holding the position:

REVIEWED BY		Title: Applicant	Date:
APPROVED BY		Title:	Date: