



# SOUND & MEDIA ASSOCIATE

## Job Description

### OBJECTIVE

The Sound & Media Associate will serve, facilitate and enhance the ministries of NHC by providing excellence and creativity in the use of video, sound, lighting, projection and art.

### SCOPE

- Full-Time // Non-Exempt // Salaried
- Ministry Staff // Creative Ministries // Reports to Creative Communications Director

### RESPONSIBILITIES

#### NHC Staff

- Be a champion of NHC's vision, leadership and ministries
- Work collaboratively with other NHC ministry leaders to cultivate partnership and effectiveness
- Participate and invest in NHC staff community
- Embrace any additional opportunities as assigned to contribute to NHC's ministry impact

#### Creative Ministries

- Support weekend worship gatherings through stage prep, lighting, audio and video
  - Serve as lead tech in Spanish worship venue, running front of house audio for rehearsals and services
  - Recruit, train and shepherd tech team volunteers
  - Collaborate with Creative and Latino staff team to coordinate weekly scheduling of tech volunteers
  - Collaborate with Creative staff team to facilitate livestream
- Serve as primary lead for video projects (envisioning, filming, editing)
- Participate in creative planning process
- Provide technical support to NHC ministries
  - Assist with room setup and operation for ministry events
  - Provide tech support for funerals, weddings and NHC events as needed
  - Support facilities tech infrastructure through equipment purchase, maintenance and repair
- Assist in creating and administrating tech budget to maximize ministry impact
- Be a student of church, technology and culture in order to envision ways to propel NHC forward

### PROFILE OF PREFERENCE

- Growing relationship with Jesus and alignment with NHC's Statement of Faith
- Committed to NHC as a local church and eligible for church membership
- Strong ear for good music mix and ability to run digital audio console
- Creator of excellent, inspirational video content
- Resourceful, professional and dependable