

**Job Description**

**Position Title:** Director of Video **Department:** Creative Arts

**Reports To:** Executive Director of Experience S**tatus:** Full Time, salaried, exempt

**Revised**: 08.21.2024 **Campus:** Campus Support Team

**Primary Purpose**

The Video Experience Director will help to change people’s lives by creating videos and related media to support NewPointe’s mission of inspiring people to follow Jesus. This role requires a love for cinematography, telling a compelling visual story, and the ability to see a project through from concept to completion by leading and utilizing a team of staff, contractors, and/or volunteers through each step of the process.

**Key Result Areas (KRAs)/Essential Functions**

* Recruit, lead, develop, and empower volunteers in the video department while cultivating a culture that encourages intentional apprenticeship where video team Oversee production – including pre and post – of all regularly recurring video projects, including creative videos for use in weekend services, story/life change videos, and highlight/promo videos for other ministry departments and various NewPointe events.
* Serve on the Experience Team to provide input for new ideas for use in worship, video, and drama.
* Be a vision-caster to keep video leaders and team members focused on the purpose and goals of the ministry of NewPointe
* members are reproducing themselves.
* Work and effectively communicate with other NewPointe departments to coordinate and execute projects as needed.
* Lead and/or facilitate assembly of weekly NewPointe online service.
* Assist Director of Experience in coordinating relationships with outside video production vendors as needed.
* Other duties as assigned.

**Position Requirements**

Supervisory:

* Lead staff and volunteers to accomplish the goals of the Experience Department.

Knowledge/Skills/Abilities:

* Experience using DSLR cameras and accessories, lighting equipment, & field audio equipment.
* Proficient use of Final Cut Pro or Adobe Premiere, Mac Windows, & YouTube.
* Basic knowledge of After Effects as well as Adobe Audition and Logic Pro.
* Proficient knowledge of video, lighting, and audio equipment.
* Display extreme attention to detail and a passion for excellence.
* Possess a pro-active work ethic including a self-motivated drive for creativity, quality, efficiency, and organization.
* Possess excellent project management skills and the ability to multi-task several projects at the same time.
* Possess the flexibility to adapt to unforeseen circumstances and a strong commitment to meeting deadlines.
* Ability to function within a team environment and work independently on individual tasks.

**Qualifications**

Education: High school diploma required; college degree desired in related field.

Experience: Minimum three years related experience in cinematography/video.

Licenses: None required

# Physical Activities/Requirements (with or without accommodation)

* Ability to move throughout the facility
* May require long periods of standing or sitting
* Be able to assist in set-up or tear-down
* Ability to lift video, lighting, & grip equipment needed for shoots.

# Personal and Spiritual Requirements

* Professes Jesus Christ as Lord and Savior
* Commitment to personal spiritual growth and healthy lifestyle
* Models standards and expectations of leaders within NewPointe, including:
* Tithe (within 3 months of hire). A tithe is giving 10% of your income to the ministry of the local church at NewPointe.
* Participate in small group accountability.
* Regular attendance at NewPointe services.

At NewPointe we value working through people to accomplish goals, as well as personally contributing at a level that requires God’s help. By maintaining these priorities, we will put ourselves in a position where we can continue to strive for excellence and value reaching lost people.

**ACKNOWLEDGMENT**

I acknowledge that I have read the above job description and can perform the essential functions of the position with or without accommodation.

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Applicant Signature/Date Management Signature/Date