

TITLE: Director of Weekend Production

CENTRAL SUPPORT

REPORTS TO: Executive Director of Service Programming and DreamTeam

SALARY: 40 hours per week

POSITION SUMMARY

The Director of Weekend Production accelerates the mission of CedarCreek by leading and equipping service programming with vision for production for both in-room and streaming online, including but not limited to pulling together vision for live service elements, lighting, colors, graphics, video and stage sets. This role is the Central Producer but also needs to understand how the technical impacts the guest and teams to execute an excellent service. This includes leading the equipping of AD's and DreamTeam on production for the weekend service and events and collaborating with the Director of Tech Production in implementing and maintaining the technology required for production in our various environments. This role also executes the weekend service at one of the campuses.

POSITION RESPONSIBILITIES

- Oversee programmatic pieces of lighting and sound.
- Participate in programming to be able to orchestrate the technology and production needs of our weekend services, online and events.
- Assist in equipping producers for an excellent guest experience
- Equip staff and DreamTeam to execute production for the weekend service, online experience and other events as planned, and serve in a role at a campus to execute.
- Manage Pro7 development and training for Arts Directors and Production Directors.
- Manage audio/video support and training for Arts Directors and Production Directors.
- Participate in Central Support Arts meeting, Programming, Asset review and treatment
- Develop production training resources for staff and DreamTeam
- Assist in aligning vision and creating strategies (i.e. breakouts for DreamTeam Nights) used to help the Production DreamTeam take their next steps at CedarCreek.
- Assist in the build of healthy culture of the Campus Arts Teams and Arts DreamTeam
- Lead the development and equipping of Campus Arts Directors and/or Production Directors in production at weekly meeting
- Central Support Events - Support and assist in resourcing and execution of Central Support Events like DreamTeam Launch, Night of Worship, Student Camps, etc..
- When applicable, cooperate with the Internship Director and Executive Director to interview and place interns in Arts, and then provide coaching to help those Interns take their next steps professionally.
- Any additional responsibilities set by the Executive Director

MEASUREMENTS

The position will be evaluated by the following quantifiable measurements:

- Programming is set up in a way for the campus staff and DreamTeam to achieve the vision of planned services and events.
- Resources for staff and DreamTeam provide the opportunity to learn and grow in their area of staffing/serving.

WORKWEEK SCHEDULE

The position will operate on the general schedule listed below, but is subject to change based on the addition of events or rehearsals, holiday schedules, or supervisor discretion:

- Monday, Tuesday: 9-5
- Wednesday: 9-2, 6-9
- Thursday: 9-3
- Friday: Off
- Saturday: 2-6
- Sunday: 7-1

ACCOUNTABILITIES

The position will also be held accountable for the following:

- Being a tithing contributor in good standing at CedarCreek Church
- Attendance at a weekend service and in a Group or on the DreamTeam
- Modeling and championing the Mission, Vision, and Core Values of CedarCreek Church
- Honoring the CedarCreek Church Staff 10 Points of Accountability

DISCLAIMERS

The measurements and responsibilities of this role may evolve over time to meet changing organizational needs. Accordingly, the Supervisor may assign or reassign duties and responsibilities to the employee as needed. This position is classified as at-will, meaning either the employee or the organization may terminate the employment relationship at any time, with or without cause or notice.

CedarCreek Church is committed to providing reasonable accommodations for qualified individuals with disabilities in our hiring process and throughout employment, in accordance with the Americans with Disabilities Act (ADA). If you require assistance or accommodation due to a disability during the application or interview process, please contact HRCoordinator@CedarCreek.tv.