

TIMES SQUARE CHURCH

Filmmaker | Job Description

Department: Creative

Direct Oversight: Digital Media Director Director

Key Relationships: Creative Director, Digital Media Director, Production

Qualifications

- Strong follower of Jesus Christ
- Strong camera and lighting skills
- Proficient in Adobe Creative Suite, specifically Premiere Pro and/or Davinci Resolve, After Effects, Photoshop, and Illustrator
- Strong understanding of current video and lighting trends and best practices.
- Must be able to transform a story by directing the talent and create a video that connects with others (knowing how to make a story that will connect with others and how to direct talent to capture what we are trying to say).
- Exceptional ability to plan and manage people and time efficiently.
- Experience managing multiple project timelines and details while successfully keeping multiple team members on schedule and meeting deadlines
- Ability to persuade and negotiate with others, including conflict resolution skills
- Highly self-motivated with the ability to drive projects to completion

Day to Day

(Includes, but not limited to the following)

- Create visually compelling stories for our weekend services, special events, and other ministries
- Must be able to concept, script, shoot, edit, and produce films entirely on his or her own (but working with the video team will often be encouraged)
- Plan and execute all offsite video shoots including securing other videographers and volunteers as well as transporting all equipment and setting up and tearing down.
- Conceptualize and create video content from start to finish for weekend services, conferences, social media and other areas as needed.
- Help manage the purchase/rentals, storage and handling of all film equipment.

- Establish timeline and milestones for all videos, allowing adequate margin for reviews, edits and feedback prior to delivery.
- Monitor progress, adapting timeline and resourcing team to ensure delivery of project is on time.
- Keep key stakeholders (Creative Director, Digital Media Director, Creative Administrator, ministry leader, etc.) informed throughout the process.
- Be available during non-business hours as needed for last minute requests from Creative Director, Digital Media Director, and Senior Pastor.

Culture Standards

- Has a positive, fun, and enjoyable attitude
- Enjoys working hard and optimistic about challenges
- Teachable and open to asking for feedback regularly
- Focused on the development and discipleship of others
- Creates a feeling of belonging on the team and fosters open dialogue
- Responds to emails, texts, and other lines of communication promptly
- Effectively communicates process, progress, and results
- Can facilitate effective brainstorming
- Has a sense of managing the creative process
- Develops new and unique ideas
- Has good judgment about which creative ideas will work in the church setting
- Sets objectives and goals
- Concentrates his/her efforts on the more important priorities and manages time well
- Anticipates and adjusts for problems and roadblocks
- Not fearful of acting with minimal planning