

Position: Media/Tech Director

TRINITY BAPTIST CHURCH

1460 West 49th Ave
Vancouver, BC, V6M 2R5
www.tbcvancouver.ca

Ministry Position: Media/Tech Director
Status: Contract length negotiable; 18 hrs./wk.
Reporting: Accountable to the Senior Pastor and Church Board
Compensation: Commensurate with experience and education, and consistent with Trinity's part-time salary structure.
Additional Church Information: See our website
Deadline for Applications: End of April 2021
Start Date: As soon as possible

Trinity Baptist Church is a multi-ethnic, evangelical congregation in Vancouver, part of the Canadian Baptists of Western Canada. Trinity Baptist is looking for an individual to oversee the media and technical aspects of Sunday worship, website production and administration, and digital publications and communication. The successful applicant will have skills and experience in media, the ability to develop and nurture a team of volunteers, and a desire to see the mission of Christ advance in a local church context.

As Trinity Baptist emerges from COVID restrictions, we plan to continue our weekly online presence, shifting from pre-recorded services to live-streamed services capable of reaching our congregation (including many who speak Mandarin) and beyond.

Responsibilities:

- Serve with the Worship Team and Pastor Team to plan services, including bilingual English / Mandarin service
- Serve as a resource to pastors and staff and other ministry leaders in regard to technical needs
- Serve as media producer for Sunday worship services
- Coordinate the recruitment and training of volunteers in technical ministries
- Responsible for the upkeep and maintenance of A/V technology
- Manage and update Trinity's website and video recording for online streaming
- Develop and implement procedures and processes for the technical ministry
- In cooperation with Pastors, Office staff, ministry leaders, and church board as needed, design print media for use in various ministries of the church, such as brochures, church website, graphics, slides, etc.
- Collaborate with pastors with regard to media (video, illustrations, etc.) for sermons, worship services, church announcements
- Coordinate A/V team for Special Events including mid-week activities, outreach events, and summer activities
- Participate in weekly staff meetings, monthly board meetings, church meetings, worship services, and the general life of Trinity Baptist Church as needed
- Commit to working with staff and volunteers in a positive and supportive way (to be affirmed in writing)

Character:

- Committed Christian who can wholeheartedly uphold biblical faith, support Trinity's denominational convictions, and embrace Trinity's cultural dynamics (including bilingual needs)
- Have a Christ-centered, relational heart

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- Be a strong team player
- Relate well to people of all ages and racial / cultural backgrounds
- Be a self-starter with a developed work ethic and vision

Qualifications:

- Recognized proficiency and experience with A/V technology, graphic design, uploading video and audio to internet, internet streaming
- Effective oral and written skills
- Video editing experience with leading software (e.g. Davinci Resolve, Final Cut Pro, Adobe Premier Pro)
- In depth computer literacy on PC and MAC
- Audio and video production experience
- Fluency in Mandarin is helpful but not mandatory
- Willing to become a member of Trinity Baptist Church
- A criminal record check is mandatory
- Awareness and promotion of basic child safety policies and procedures (Trinity Baptist will orient you to our full policy)

Thank you for your interest.

Please forward your resume and other documents you consider relevant to: David Forrester, Chair, Church Board (d_forrester4@hotmail.com).