

Production: Service Producer

Position Type: Part-Time | Supervisor: **Creative Director**

JOB OVERVIEW:

The Service Producer is responsible for coordinating and managing all aspects of the church's production services, including audio, video, lighting, and staging. The Service Producer will work closely with the worship team, Production Crew, and other church staff to ensure that all production elements are executed flawlessly to enhance the worship experience for our Sunday gatherings.

RESPONSIBILITIES & DUTIES:

- Coordinate and oversee all aspects of church production services, including planning, scheduling, and executing weekly services.
- Collaborate with the worship team to develop creative and engaging production elements that enhance the overall worship experience.
- Manage and operate audio, video, lighting, and staging equipment during services and rehearsals.
- Recruit, train, and supervise volunteers to assist with production needs.
- Ensure that all production equipment is properly maintained and in working order.
- Stay up-to-date with industry trends and technological advancements in church production.
- Manage budgetary considerations related to production needs.
- Commit to a minimum of 2 weeks of serving each month.*

SKILLS & QUALIFICATIONS:

- Strong faith foundation aligned with the values of JCV.
- Previous experience in church production or a related field is preferred.
- Strong organizational skills and attention to detail.
- Excellent communication and interpersonal skills.

- Ability to collaborate effectively with multiple teams and individuals.
- Proficiency in operating audio, video, lighting, and staging equipment.
- Familiarity with industry-standard software and programs. (ProPresenter, Ableton Live, etc.)
- Flexibility to work evenings, weekends, and holidays as needed.