

POSITION TITLE: Director of Creative Production

CAMPUS OR TEAM: Central Support

REPORTS TO: Executive Director of Service Programming & DreamTeam

SALARY

HRS PER WEEK: 40+

POSITION SUMMARY:

The Director of Creative 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 lighting, colors, graphics, video and stage sets. 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.

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 experience and events.
- Equip staff and DreamTeam to execute production for the weekend service, online experience and other events as planned.
- Participate in Central Support Arts meeting
- Develop production training resources for staff and DreamTeam
- Assist in aligning vision and creating strategies (curriculum, communication tools, events, etc.) used to help the Production DreamTeam take their next steps at CedarCreek.
- Assist in the build of healthy, creative 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, DreamTeam Celebration, Groups Hub Events
- Provide coaching to help current CedarCreek Arts Directors take their next steps professionally.
- 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

POSITION REQUIREMENTS:

- Being a tithing Missional Member 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

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.

ACCOUNTABILITIES:

The position will also be held accountable for the following:

- Ensuring that Staff, Church, Campus, and Ministry values are upheld personally and among the DreamTeam
- Maintaining good fiscal responsibility, stewarding resources with excellence
- Maintaining unity within all Departments, Campuses, and Ministry Areas
- Maintaining a positive mental attitude regarding the Church and its Leadership and Ministry Services in the presence of Guests, DreamTeam Members, and Staff at all times

Disclaimer

Nothing in this job description restricts the right of the Position's Direct Report to assign or reassign duties and responsibilities to this job at any time. This is an at-will position and can be terminated at any time.

ADA List for Physical Activities and Requirements, Visual Acuity, and Working Conditions of the Position:

- Climbing. Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.
- Balancing. Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Stooping. Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Kneeling. Bending legs at knee to come to a rest on knee or knees.
- Crouching. Bending the body downward and forward by bending leg and spine.
- Crawling. Moving about on hands and knees or hands and feet.
- Reaching. Extending hand(s) and arm(s) in any direction.
- Standing. Particularly for sustained periods of time.
- Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Pushing. Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Pulling. Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Lifting. Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping. Applying pressure to an object with the fingers and palm.
- Feeling. Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.

Physical requirements of this position.

- Medium work. Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

The visual acuity requirements including color, depth perception, and field vision.

- The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.

The conditions the worker will be subject to in this position.

- The worker is subject to both environmental conditions. Activities occur inside and outside
- The worker is subject to noise. There is sufficient noise to cause the worker to shout in order to be heard above ambient noise level.
- The worker is subject to hazards. Includes a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places, exposure to high heat or exposure to chemicals.
- The worker is required to function in narrow aisles or passageways.

