

## Job Opportunity



## Competitive

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**Position:** Multimedia Editor

**Job Vacancy Notice#:** RC-03-08

**Location:** The Rock Church – Creative Department

**Salary Range:** Negotiable Depending on Experience

**Employment Category:** Regular Full-Time, Exempt

**Opening Date:** 16 January 2008

**Closing Date:** 23 January 2008

**Area of Consideration:** All areas.

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**Brief Description of Major Duties:** The Multimedia Editor is responsible for leading the creative process of developing videos and other multimedia elements to enhance the message at services and special events in the church. This includes working closely with the Creative Director in generating the creative ideas, casting, selecting location, developing the overall feel of the video, and selecting the team to shoot/edit the video. Responsibilities range from conceptualization to final product. The incumbent will maintain all necessary records and documentation of inventory and media footage. The Multimedia Editor works under the direct supervision of the Creative Director.

**Qualifications & Requirements:** Involved in all relevant development related to promotions in regards to multimedia. Participate in department's budget management under the direction of the Creative Director. Assists Production staff with content and direction of video elements related to the Rock Church and its affiliates. Maintains a professional level of production for RockTV and all other in-service content, looking toward the future as it relates to television broadcast. Works with the Creative Director for control and direction of video projects from conceptualization to completion. Works with the Coordinating Producer to help coordinate video shoots and edit dates for assigned projects to meet deadlines. Directs and assists (when necessary) the setting up of location equipment for assigned projects. Coordinates with the Creative Director on location or on-set. Presents final cut to management for approval by agreed upon deadline and makes any adjustments/changes as necessary. Helps in the conceptualizing process with the Creative Director and Worship Arts Director in the creation of media for weekend worship. Maintains a catalogued library of stock footage as a production resource as well as logs and archives all video projects. Continually researches and follows trends that are relevant to the Rock Church's demographic and keeping in line with the "Save. Equip. Send." philosophy. Responsible for maintaining inventory of production supplies; proactively requisitioning supplies as necessary. Creates, coordinates and/or incorporates relevant graphic content into video production. Coordinates with web master to facilitate necessary on-line media. Continually upgrades and advances the multimedia department to stay ahead of the trends.

Christ-centered behavior, i.e., treating people with dignity, respect, compassion and integrity at all times. Excellent Leadership skills. Excellent Communications skills. Strong conflict resolution skills. Ability to work in a fast pace deadline oriented environment. Customer Service mindset. Technical ability to work on a variety of sound/video/lighting systems. Proficient in Microsoft Windows based computer systems. Self-motivated and has the ability to work independently and with a team. Regular involvement in the Rock Church activities and events. Regular attendee of the Rock Church. Signed acknowledgement of the Rock Church Statement of Faith. Adheres to policies and procedures as stated in the Rock Church employee handbook.

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To be considered for this position, outside applicants are required to complete Application for Employment; in-house applicants are to submit an updated resume. Employee's performance and attendance record will be taken into consideration at the time of the selection process. Selection for an interview does not guarantee promotion or appointment to the position. As part of the employment process, The Rock Church may obtain a Criminal Record Check.

The Rock Church provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Human Resources. The decision on granting reasonable accommodation will be on a case-by-case basis.

Full consideration will be given to all qualified applicants without regard to race, sex, color, age, physical handicap, or national origin. As a Christ-oriented, Bible-believing organization, The Rock Church does reserve the right to exercise preference on the basis of religion in all of its employment decisions.

*To apply please visit the website at [www.therocksandiego.org](http://www.therocksandiego.org) and fill out the application. Email application and resume to [hr@therocksandiego.org](mailto:hr@therocksandiego.org). Or mail application and resume to 2277 Rosecrans, San Diego CA 92106, Attn: Human Resources. All mailed applications must be received by the closing date to be considered for the position.*