



**Position:** Director of Production Service

**Job Vacancy Notice#:** RC-10-05

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

**Salary Range:** Negotiable Depending on Experience

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

**Opening Date:** 28 March 2005

**Closing Date:** Open Until Filled with  
1<sup>st</sup> Cut-off date 22 April 2005

**Area of Consideration:** All Sources

**Brief Description of Major Duties:** This position will be responsible for managing and coordinating all aspects of production for church wide events, Miles Ahead Crusades and Broadcast Ministry functions, to include: event programming, technical arts and video production for Sunday Services, TV broadcast, radio broadcast and streaming media. Cultivate a ministry team of people who desire to serve Christ, use their technical gifts in ministry, and become a community of believers serving together. Lead the team of staff and volunteers to provide quality technical support for all of the ministries of the church and outside events. This means providing the highest degree of excellence in sound, lighting, video, and AV within the limits of the equipment and the policies of the church. Provide leadership in staying on the cutting edge technically and improving the use of the technical arts to enhance the ministries of the church. Establish an ongoing plan of recruitment, training, and supervising of staff and Volunteers. Recruit, interview, and hire associates for key positions in the production services department. Oversee the day-to-day operation of the technical arts department including the establishment of system planning, policy and procedure, volunteer enrichment, and staffing. This includes coordinating the calendar for scheduling technicians. Design and implement the technical needs for weekend services, special services, conferences, concerts, and productions. Establish and maintain relationships with vendors. Oversee the maintenance, operation, and purchasing of sound, lighting, video, and AV equipment owned by the church.

**Qualifications & Requirements:** Christ-centered behavior, i.e., treating people with dignity, respect, compassion and integrity at all times. Pursues continued personal spiritual growth, either small group or one-on-one. Demonstrates expertise and professionalism in the technical arts (audio, lighting, video, AV). Excellent leadership and management skills. Experience in conflict resolution. Excellent verbal and written communication skills. Self-motivated and flexible. Has a strong desire to be a part of a team. Able to manage the event calendar of the Technical Arts Department including organizing staff, volunteers and gear. Is prepared and on time for areas of responsibility. Stays up with the trends of the ministry through the Internet, periodicals, listening and watching tapes, reading books, and attending approved conferences / conventions. Attends and leads meetings as necessary, retreats and church functions as necessary. Leads by example in punctuality. Strong and effective administrative skills. Is the liaison between the special events department and the technical arts ministry in coordinating the technical needs for all outside guests/events. Partners with all of the ministries of the church in providing assistance, training and support in the technical arts. Attends all regular church services and, as directed/necessary, special services. Establishes and administrates the ministry budget. Establishes goals and implements strategies for ministry through the power and direction of the Holy Spirit. Ability to recognize and maintain confidentiality as appropriate. Signed acknowledgement of The Rock Church's Statement of Faith. Adheres to policies and procedures as stated in the Rock Church employee handbook. Member of The Rock Church (or willing to transfer membership to The Rock Church).

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: visit the website at [www.therocksandiego.org](http://www.therocksandiego.org) to download the application; mail application and resume to Human Resources, 2448 Historic Decatur Road #105, San Diego CA 92106. All mailed applications must be received by the closing date to be considered for the position.*