

Job Description

Media and Production Director

Living Hope Church in Mumbai (India) is seeking a full time Production and Media Director. This person will be responsible for the Church physical service experience and online media presence; including graphic design, video, photography, web design, social media, and presentation software.

Responsibilities

The Media & Production Director is responsible for:

1. Media Management

- Designing graphics for church related departments and programmes.
- Overseeing all online communications for Living Hope Church, improving and streamlining engagement with visitors as well as members.
- Managing our online presence, including social media accounts and website.
- Maintaining interaction with our online community through intentional messaging and comment and response management.
- Maintain weekly media uploads to all web and digital platforms.

2. Video Production

- Responsible for all aspects of technical production for services at Living Hope Church ie. Video, audio, media, lighting.
- Ensuring quality recording and/or broadcast of worship services, and other programmes organised by the church.
- Reproducing of Video & Audio of Weekly Services Online
- Film and Edit Announcement/Promo Videos
- Recruit, train, coordinate, schedule, and support a team of tech volunteers to carry out excellence during services.

3. Common Responsibilities

- Developing and equipping volunteers in the field of videographers, graphic designers, photographers, writers, social media manager, and other creatives in using their gifts to serve the church.
- Researching, constantly growing, planning, and executing media related initiatives.
- Work with leadership to help develop, establish and maintain strategies in the area of media, to meet ministry objectives.



Church Office

Micas Bungalow, Road No. 5, I.C. Colony
Borivali - West, Mumbai - 400 103

+91 2228937197

office@lhc.ind.in

www.livinghopechurch.co.in

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Registered under the Bombay Trust Act No. F 13581 (Bom)

- Partner with other ministries within the church to assist with technical needs for their events / programmes.
- Creating budgets related to this field and ensuring expenses within the same.

Reports To: Associate Pastor

Skills and Qualifications

- Personal and growing relationship with Jesus Christ; committed to the church.
- Previous work experience related to social media and/or video production.
- Proficiency in graphic and video software, such as: Adobe Photoshop, Illustrator, Final Cut, Premiere Pro & After Effects etc.
- Great communication and people skills.
- The desire to lead and develop teams.
- A 'can do' attitude and flexible approach to work.
- Receptive to feedback and direction in the pursuit of the excellence.
- Demonstrated ability to keep up with current trends and technology.
- Ability to meet deadlines.
- Committed, reliable and punctual.

Location: Living Hope Church office in Borivali (W), Mumbai.

Hours: Position is expected full-time, though open to part time arrangement. In the case of full time, 40 hours per week, as well as Sunday service & other programmes.

Salary: Rs. 3,00,000 – 4,80,000 per annum, subject to experience & qualification.

Benefits:

1. Annual leave (20 days + 11 bank holidays)
2. Leave Travel Allowance as per government policy
3. Healthcare reimbursement (limited)
4. Medical insurance policy
5. Opportunities for spiritual and professional growth

All above upon confirmation, post 6 month probation period

To Apply:

Email your resume to “ office@livinghopechurch.co.in ” with any helpful information. We can't wait to hear from you!



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