**Videographer Job Description**

The **Digital Media Producer** (DMP) is responsible for designing and producing digital media content.

**Direct Report:** Project Manager **Status:** Full-Time / Media Department **Revised:** June 26, 2020

# ESSENTIAL DUTIES AND RESPONSIBILITIES

* Coordinate, produce, and manage the video production process. This includes going from concept to script to talent management; then to production, editing, and packaging for final consumption.
* Produce creative video and photography, training videos, storytelling videos, video announcements, etc.
* Develop and lead a team of volunteers to produce high quality media projects.
* Create and produce graphics as needed.

This job description in no way states or implies that the **ESSENTIAL DUTIES AND RESPONSIBILITIES** are the only responsibilities of this position. The employee is required to follow any other reasonable instruction and perform any other reasonable duties at the request of his/her direct report.

# Special Education/Experience Requirements:

* Extensive knowledge of the following or equivalents:
	+ Standard video gear, formats, and codecs
	+ Adobe Premiere Pro, After Effects, Photoshop, Audio software
	+ Pro Presenter, Final Cut
	+ Still photography and equipment

# Additional Expectations:

* Passionate desire to serve Christ in the local church.
* Experience producing, scripting, and directing video projects. Strong foundational understanding of and experience with video principles.
* Ability to tell stories visually.
* A strong desire to learn and better their craft.
* The ability to problem solve and think on their feet quickly in high-pressure situations.
* High-level communication and organizational skills.
* Spiritual discernment, emotional intelligence, and an ability to establish a rapport with professional and amateur video talent, artists, musicians, and teaching pastors.
* Must work well alone and in a team environment.
* Excellent team builder and leader
* Attention to detail on time-sensitive projects.
* Ability to turn around projects with excellence on short timelines.
* In agreement with the LCC Partnership Covenant and Staff Values.