



# HILL COUNTRY

## BIBLE CHURCH

### **JOB DESCRIPTION**

Job Classification: Full Time; Exempt

### **LIVE BROADCAST DIRECTOR**

Date: July 2021

### **SUMMARY**

The Live Broadcast Director will be responsible for high quality live video production of all services, special events and church-wide ministry, from acquisition and storage to final delivery of content at onsite venues, remote locations, and streaming services. They will work closely with and collaborate with the Director of Creative Ministries, Production Director, Worship Pastor, and senior staff to convert vision, ideas, and goals, into compelling and engaging content (broadcast onsite, streamed to locations and online, and recorded for future use).

This position will serve as the broadcast expert while they coordinate, manage, and train both staff and volunteer teams to become competent in various production roles (with emphasis on video cameras and equipment, video switchers, IMAG, ProPresenter, control room etc.). They will align with our philosophy of ministry and embrace the overall mission, vision, and brand of Hill Country.

### **OUTCOMES AND RESULTS – SUCCESS IN THIS POSITION WILL RESULT IN:**

1. The church is resourced with compelling, high-quality, and meaningful content that engages the live, remote and online audiences.
2. Live events run smoothly and according to plan; produced content maintains a high level of image, sound, and compression quality.
3. "Excellence" would describe the quality of teams, hardware and the final output of broadcast and video content.
4. Healthy volunteer teams are engaged in meaningful ministry and are continually being recruited, trained, and empowered; leaders are developed and given greater ownership of the broadcast and production ministry.
5. Production hardware is administered and maintained at a high level.
6. Church-wide ministries receive timely and excellent technical support and training to minister effectively.

### **MAJOR RESPONSIBILITIES AND ACTIVITIES:**

1. Own the vision, mission, and values of Hill Country; understand the regular ministry rhythms, philosophy of ministry and brand as it is translated to broadcast and video.
2. Set direction as you adopt location-wide practices for consistency in all AVL, service flow, and service style.
3. "Call" the production by supervising or directly performing camera placement and angles, camera blocking, stage blocking, props, graphics, and video switching.
4. Serve as the senior hands-on Video Switcher during live events establishing the pace, feel and look of the switch and calling out direction and cues for camera operators, graphics, playback, lighting, stage director, and special effects.
5. Ensures live feeds and streams are cued and perform as planned (RTMP Protocol and iframe embed codes)
6. Configure, operate, and maintain ProPresenter: Create graphics and content, sets timing cues, create and configure required outputs, and spelling and composition.
7. Utilizes waveform monitors and vector scopes and use them to direct and troubleshoot systems.
8. Ensures all production positions are filled with competent lay leaders that can execute their position with excellence through recruiting, training, and developing lay leaders to serve the technical and production needs of the church.
9. Oversee the repair and maintenance of all broadcast and video-related equipment, including software and hardware.
10. Quickly identify problems and make "on the spot" fixes (short term solutions) as they arise in real time.
11. Forecast, evaluate, and recommend long-term solutions (updates/replacements/installs) for production needs.
12. Work closely with the Production Director, Communication Director and Worship Pastor on an ongoing basis:
  - a. Assist in the development and implementation of on-going strategies for IMAG, streaming, and live video for all services, campuses and events
  - b. Assist Communications Team in the capture and edit of pre-recorded video (announcements, closing, etc.)
  - c. Capture and posting of all sermons; manage archival processes of the weekend and recorded media
  - d. Contribute to Production Team goals and responsibilities including meetings, staging, gear maintenance, storage organization, and more
13. Make detailed notes during rehearsals and run-throughs of anything that should be documented or needs to be improved; communicate well with those you lead (volunteers and staff) to ensure everyone is prepared to serve with excellence.
14. Successfully serve on our overall staff team at the specialist level; commitment to church goals and participation in church-wide initiatives.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

1. Substantial Live Video Directing experience (3+ years) of multi-camera systems at a large church (or similar context)
2. Highly capable switching live events on a 2ME broadcast grade switcher
3. Comprehensive working knowledge of Control Room signal flow (switchers, routers, intercom, tally, sync)
4. Experience and knowledge of live event production including staging and coaching stage talent
5. Substantial experience and knowledge of Projection, Television Lighting, and Control Room environments
6. Basic knowledge of video editing software (Adobe Premiere/Final Cut Pro)
7. Highly skilled in communicating with and collaborating with senior level leadership
8. Ministry and mission-minded Christ follower; servant heart to develop others; self-starter and recruiter with strong work ethic
9. Must be able to lift hardware overhead (40+lbs), climb ladders, operate lifts and work in lighting grids (40' high)
10. Must be able to work on Sundays, some holidays, and evenings
11. Sees themselves as an owner of the mission, vision, values and pathway of Hill Country Bible Church
12. Theologically aligns with the core beliefs of HCBC and becomes a church member within 3 months of hire

**CULTURE AND CLIMATE:**

1. Position reports to Production Director as part of the Production Team
2. Staff culture is goal-oriented and collaborative; values celebration; priority of personal evangelism
3. Core Values: Responding to God's Word, Engaging Generations, Celebrating Life Change, Thinking Beyond Ourselves