



Production Lead

Purpose: The primary purpose of the Production Lead is to manage and lead production and tech arts staff and volunteers, as well as technical operations and equipment for Kingsway under the direction of the Worship Pastor.

Duties and Responsibilities:

- Provide leadership for the Production and Technical Arts ministry at Kingsway (including Audio, Video & Lighting), under the direction of the Worship Pastor, aligning with the overall purpose of Kingsway:
 - Create and implement annual goal and objectives for the Production Ministry through annual goal-setting process.
 - Reproduce leaders by building and coaching leaders to become disciple-makers who make disciples.
 - Recruits, trains, leads, motivates and celebrates all volunteer leaders.
 - Establish and improve processes, tools, and systems within the Production Ministry.
 - Maintain a culture that embraces the values, goals and directions of the Worship Ministry.
 - Along with Worship Pastor, regularly evaluate effectiveness of the Production Ministry and alignment with Kingsway's overall purpose and make changes and realign as needed.
 - Participate with worship staff in the creative planning of worship services and all-church events
 - Research and coordinate equipment purchases and upkeep
 - Identify equipment needs and research solutions for all ministries requiring production support, oversee equipment maintenance schedules, manage vendor relationships including bidding, negotiations and scheduling
 - Oversee technical operations schedule as it pertains to all-church calendar requests for onsite and offsite events and meetings requiring production support (equipment, as well as needs for tech staff or volunteers - Audio, lighting, video, audio recording & duplication)
 - Attend & help oversee rehearsals for adult weekend services & special events.
 - Manage special tech related projects to success, timeliness and budget (i.e. new construction)
 - Research and study cultural use of production equipment and techniques to further develop and communicate effective production strategies that support the ministries of Kingsway.
 - Provides input for overall Worship Ministry budget that aligns with overall strategy for the department.
- Performs related duties as assigned by Manager.

Qualifications & Requirements:

- Bachelor's degree required. Desired that degree be in a related field from a four-year college or university; or 3-5 years related experience and/or training; or equivalent combination of education and experience.
- Competencies, Skills & Experience desired: Ability to strategically plan and organize work | Building volunteer teams | Expertise in theatrical scale audio, lighting and production | Ability to work and contribute in a team environment and work independently with little direction | Action-oriented, able to get things done, and a strong team-player | Excellent communication, interpersonal and conflict resolution skills
- Physical Requirements: Able to help with lifting (at least 50 lbs), pulling, bending, carrying and pushing as needed to set up events and designs, and comfortable with heights over 25 feet.
- Confidentiality – This position regularly handles confidential information such as Church Attendee information, family meetings, financial information, volunteer background information and medical information. It is expected to keep this confidential at all times.
- Must be a member of Kingsway Christian Church and be a positively engaged participant. Shows commitment toward Kingsway's Purpose, Core Values, Core Actions & Beliefs.
- Schedule: This position is full-time, Sunday-Thursdays. Plus additional events.