

# VIDEO PRODUCTION MANAGER

Canyon Hills Community Church | Bothell, Washington

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CANYON HILLS  
COMMUNITY CHURCH

## JOB DESCRIPTION

### VIDEO PRODUCTION MANAGER

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DIRECTOR OF  
ADMINISTRATION  
AND OPERATIONS

CANYON HILLS COMMUNITY CHURCH is a thriving church community located in the suburbs of Seattle. Planted in 1995, the church has grown to more than 4,000 weekly worshipers on its Bothell campus. In addition, Canyon Hills reaches beyond the local community and extends to over 25 countries worldwide through its flourishing global partnerships. Your future colleagues will inspire and challenge you to use your gifts to further the CHCC mission of “making more and better disciples of Jesus Christ.” Community, creativity, and collaboration are at the heart of the workplace at Canyon Hills. Are you interested in making an impact with the good news of the gospel? Join us.

### THE ROLE AT A GLANCE:

We are seeking a Video Production Manager who is committed to the mission of Canyon Hills Community Church, understands video production (both live and pre-recorded), and is gifted at creating, producing and capturing compelling videos for ministry. We are looking for a person with strengths in creating, writing, editing, directing, filming, and post-production, who thrives in a deadline-driven work environment and can contribute to a high-performance team working to impact the community with the gospel.

### WHY THIS ROLE IS IMPORTANT TO CANYON HILLS:

Communications is at the heart of mobilizing every ministry for maximum effectiveness. In a culture driven by technology and visual presentation, the use of video for telling stories and capturing live services and events is critical for effective ministry. It allows ministry to be multiplied by being available live, recorded, and online. Joining a creative team of print and digital artists, the Video Production Manager will assist the Communication Team in supporting the ministries of the church in their communication of the gospel.

### IN YOUR NEW ROLE, YOU WILL:

- Support the Senior Pastor in carrying out the mission and vision of the church
- Oversee creation and production of all videos for church-wide events and services
- Oversee video production of all live events and services
- Provide creative video direction and support for individual ministries
- Create original video concepts
- Oversee storage and archiving of all videos
- Provide strategies and systems for day-to-day operations of video projects through scheduling, calendar management, policies and procedures
- Contribute to the overall creative process and execution of the Communication Team
- Recruit, train and lead video volunteers
- Stay current with ministry/industry trends
- Work within the allotted portion of the Communications Department budget

### IN THIS ROLE YOU WILL REPORT TO:

Director of Communication



## CULTURE OF THE COMMUNICATION TEAM AT CANYON HILLS:

- Our team strives to make more and better disciples of Jesus Christ by using communication to inform, equip, and inspire our congregation.
- We foster a culture of humility – where the best idea always wins.
- We expect excellence – we work hard with care and intense attention to detail to share the Gospel in the best way possible.
- We have a heart for innovation – the Gospel is the greatest story ever told and we constantly ask ourselves if there is a better way to tell it.
- We nurture a culture of replication and multiplication. If you are not replicating yourself, you are missing an opportunity.
- Our team likes to have fun. We think you should love the work you do and love the people you get to do it with.
- We believe that we were designed to be creative. We spend time weekly getting better at what we do by honing our crafts.
- We enjoy quarterly days of prayer and fasting to delight in the Lord.

## WHAT YOU WILL NEED TO SUCCEED:

- A growing relationship with Jesus
- A Bachelor degree or work equivalent
- Expertise in video production (creating, writing, filming, directing, editing, post-production, etc.)
- Ability to multi-task
- Result-oriented mindset, with strength in collaboration and inspiration
- Servant leadership with the ability to thrive in a dynamic collaborative environment
- Support and live within the CHCC Statement of Faith
- Commitment to the mission and purposes of CHCC
- Membership at CHCC upon hire

## WHY CHOOSE CANYON HILLS?

We believe a church should be one of the best places to work, where staff love their jobs, enjoy their teammates, and maximize their gifts for effective ministry. In addition, we believe the church should take care of their employees through competitive salaries and comprehensive benefits. Canyon Hills staff members are well-loved and cared for. Full-time employees enjoy a compensation package including: healthcare (with dental and vision); health savings account (HSA); a generous retirement match; and life insurance. We also offer unique professional development opportunities—opportunities to travel globally for missions, and resources to help you love your work and develop your gifts and abilities.

- Planted in 1995, Canyon Hills has grown to be one of the largest church communities in the greater Seattle area with over 4000 weekly worshippers.
- Through the generous support of Canyon Hills, 27 Global partners take the mission of making more and better disciples around the world.
- The local community is shown the love of Jesus through the compassionate ministry of the Canyon Hills Food Bank.
- More than 2000 members participate in one of 190 Life Groups offered for community and Christian growth.
- The Canyon Hills Counseling ministry is certified through the Association of Christian Biblical Counselors and offers hope through individual counseling sessions and support groups (we call them Hope Groups).



- College-level courses are offered throughout the year through the Canyon Hills School of Discipleship, challenging members to go deeper in their faith.
- Canyon Hills Worship not only provides passionate weekly worship experiences but, through Dream Records (a subsidiary of Capitol Records), provides recordings for the church to worship with throughout the year.
- Excellent ministry provided for children and students, draws many to the Canyon Hills family.

## OUR STAFF CORE VALUES:

More than words on a page, our staff values drive our actions and impact every level of our practice. We're building a work culture that allows our staff to use their gifts for the glory of God and the mission of Canyon Hills Community Church.

### ■ GOD-GLORIFYING, GOSPEL-CENTERED, AND BIBLICALLY-SOUND MINISTRY:

We are a local expression of the bride of Christ, with one mission: to make more and better disciples of Jesus.

### ■ CRAZY CARE:

We recognize that love is proof of our discipleship, and so we are committed to over-the-top love and care for people.

### ■ CRUSHING-IT EXCELLENCE:

We don't do our work for ourselves or for others, we do it to glorify God. If there was ever a place to "crush-it," this is it!

### ■ RIDICULOUSLY RESPONSIVE:

The best way we can demonstrate to others that they are important and matter to us, is to be ridiculously responsive in our response to fellow staff, church members, or others.

### ■ UNREAL TEAMWORK:

We are all in this together, and while we all have our individual jobs, we will come alongside and support one another whenever possible.

### ■ FREEDOM TO FAIL:

We recognize that not every idea is a good one, and sometimes you don't know until you try. We have a culture where everyone is growing, thriving, and learning from their mistakes.

### ■ OVER-THE-TOP COMMUNICATION:

We realize that ministry is much more effective when there is clear communication. We make it a priority to clearly communicate with staff, volunteers, and our church family.

### ■ CONTAGIOUS FUN:

While we are here to work hard and accomplish all that God has called us to do, we want to have a great time doing it by making the work environment enjoyable and fun.