

Production Assistant

Team: Production

Supervisor: Production Director

Status: Full-time (32-40 hours per week); Non-Exempt; Weekend and evening hours are required. Schedule is variable.

Position Summary:

Connect the world with God and one another by working with the Alliance Church — Production to with fulfilling technical needs for ministry events, Sunday services, and weekly tasks.

Responsibilities:

- Active support role on Production team for Sunday services (running audio, live video, lighting, graphics positions, coordinating & leading volunteers)
- Setup, preparation, and operation of audio, video, lighting equipment under supervision and training of Production Director
- Providing technical support for ministry events, funerals, and weddings, conferences, etc...
- Maintaining orderly production areas. Tech booths, backstage, catwalks, and broadcast rooms.
- Maintain Alliance Church 23 staff fundamentals and values.

Position requirements

- Must have an active and growing relationship with Jesus Christ with a passion to see more people around the world connecting with Him and each other
- A desire to maintain a growing knowledge of live production disciplines. Live audio reinforcement, theatrical lighting, presentation software, live video switch for IMAG & broadcasting
- Ability to follow written and verbal instructions with great attention to detail
- Understands and embraces the mission of Alliance Church
- Ability to receive feedback from supervisor, department leadership, ministry leaders, co-workers, and congregants in a gracious manner.
- Organizational, communication, and interpersonal skills. Ability to handle conflict in a constructive way.
- Basic understanding with audio concepts, equalization, compression, gain, etc...
- Basic understanding of lighting systems, DMX control. Lighting programming is a plus. (Onyx by Obsidian systems)
- Basic knowledge of live video systems, video transmissions and standards

Physical Demands:

- Possess mobility to work in a stage environment
- Vision to read printed material and a computer screen, close and color vision; hearing and speech to communicate in person
- Frequent use of hands to finger, handle or feel objects, controls
- Possess mobility to walk up and down a ladder or stairs
- Lift at least 50 pounds



STRATEGIC FRAMEWORK

VISION/PURPOSE

Connecting the world with God and one another.

MINISTRY VALUES

1. Bringing glory to God and reaching people for Jesus Christ drives everything we do.
2. All of our ministries are to be Biblically sound, culturally relevant, and supported with prayer.
3. God's Word is truth, and we trust it above anything else to make a lasting impact on those we touch.
4. Individual and corporate worship is critical to our spiritual health and relationship with God.
5. Our fellowship is focused on shepherding and caring for one another.
6. Our evangelism is driven by a sincere burden for all people and is worldwide in its impact.
7. Our ministry is done with excellence and sense of urgency because it honors God and inspires people.
8. We will never lose sight of our vision.

MINISTRY PHILOSOPHY

Simple Purpose, Simple Church: Our purpose is simple: Connecting the World with God and One Another. Our church structure, programming and ministries will follow our simple discipleship process. All we do will be understandable and easily accessible. We will strive to have a minimum amount of bureaucracy.

Strategic and Effective: We minister with a sense of urgency; the stakes are heaven and hell for the people we serve. Everything we do will be strategically planned, focused on the vision and measured for outcomes. Our measure of "success" will be conversions, baptisms, spiritual growth and maturity, and the completing of the Great Commission.

Felt Needs First, Prescribed Needs Second: We will seek to meet people's felt needs first, then move people to the "prescribed" needs outlined in the Bible.

Come and See – Go and Be: We will partner with the congregation in doing Kingdom work. The staff's role will be to provide clear vision and effective programming. The congregation's role will be to invite people to come and experience what God is doing through Alliance Church and eventually engage in the discipleship process. We also encourage ministries and individuals to "go and be" the reality of Jesus Christ by sharing Christ's love through personal evangelism, community service and world missions.

Healthy Relationships: We work together as a team. We keep short accounts, will not let conflict simmer and have a never-ending focus on the vision. We will maintain a broad view and will not tolerate turf wars or personal kingdom building.

Servant Leadership: We have a towel over our arm at all times. We have a positive attitude of joyful, humble service towards each other and the people we serve in and outside of our church.

Stronger Together: We will be a ministry that strategically and intentionally integrates ministries so they link together to produce healthy disciples of Christ that can advance the Kingdom as one.

Complementarian: Men and women equally share in the blessings of salvation; nevertheless, based on Scripture, some governing and teaching roles within the church are restricted to men.

Healthy Leadership: We are healthy, high-capacity individuals. We maintain our spiritual, emotional, relational, mental, and physical health by keeping our priorities straight. We live up to our commitments to others and live lives of integrity, at home, at church, and in the community.

STRATEGIC FRAMEWORK (continued)

Equip Future Leaders: We will train, equip, and empower young leaders in all ministries to remain relevant and effective, both for today, and for future generations.