



## **PRODUCTION DIRECTOR POSITION DESCRIPTION**

**Mission of The Journey:** To help people find Jesus and follow him fully

**General Description:** Recruits, empowers, and develops leaders and J-Teamers to create a dynamic and distraction free multimedia experience. Oversees all aspects of weekend production, including creative technical development, operation, and maintenance/improvement. Develops and implements all IT systems and makes improvements as needed.

### **Qualifications:**

- Follower of Jesus with strong character
- In agreement with “[What We Believe](#)” and “[Leadership Core Values](#)”
- Consistently practices all public habits (gathering on a weekend, connecting in a J-Group, serving on the J-Team) and personal habits (investing & inviting, practicing a slot & spot, giving your first)
- Likeable and fun to be around
- Abnormally high work ethic (an executor who makes things happen on a regular basis)
- Healthy relationships with existing staff and leaders (in current position and/or at The Journey)
- A demonstrable calling to ministry
- Moderate understanding of audio, video, and lighting equipment, processes, and concepts
- Proficiency with Mac and PC systems
- Moderate familiarity with ProPresenter and ProVideoPlayer
- Ability to create life-giving, engaging environments with a keen attention to detail
- Ability to recruit, build, and effectively lead teams

### **Essential Functions:**

- Oversee all technical aspects of weekend gatherings including media, lighting, and video
- Work with Gathering Pastor to ensure all creative elements are implemented according to the vision for weekend series
- Ensure that all weekend gatherings and other events have an appropriate number of skilled J-Teamers to create excellence and foster camaraderie

- Continually update and train team on a clear, effective, innovative overall production system that includes structures and systems for all production teams including expectations, troubleshooting guides, “how-to” guides, checklists, error logs, etc.
- Oversee and manage all production projects, including system upgrades, repairs, and installation, to ensure high levels of quality and preparation
- Serve as primary troubleshooting and management contact for technical systems throughout location and raise up others to do the same
- Lead monthly core team meetings to cast, enhance, and execute vision for Production Team
- Recognize high potential leaders and continually develop and empower, maintaining a pipeline of healthy, equipped leaders to lead production at all current + future physical locations and online
- Work with team to invite people to Plugged In and actively assimilate on to Production team
- Foster community within team through Team Nights, Community Nights, Production-specific J-Groups, and additional meetings
- Oversee management of Planning Center and developing gathering plans
- Oversee Production for all-scale events including, but not limited to, Journey Students Converge, Team Night, ARC Meet-Ups, and 21 Days/Week of Prayer
- Develop and oversee management of Production team budget
- Perform other leadership functions as assigned

**General Responsibilities:**

- Attend Gather Department Meeting + Central Programming Meeting weekly
- Attend monthly all-staff meeting
- Attend weekend gatherings, lead or join a J-Group each semester, and serve in some way outside of essential functions on a regular basis
- Champion gather, connect, and serve

**Position Type:** Full-Time

**Reports to:** Gathering Pastor

**Direct Reports:** Production Core Team

**Physical requirements:** Lifting, pulling, bending, carrying and pushing as needed to set up for events and activities

---

**Process:**

- To access our application, click “Job Application” at <http://yourjourney.tv/job-openings/>.