



Job Description

Job Title: Production Intern	Revision Date: May 2019
Department: Worship	Job Classification: Non-Exempt/Temporary (20 hours/week) Date: May 16, 2019 through Aug. 31, 2019

Position Overview: The production internship exists for someone that has a passion for AVL and seeing people come to know Jesus through the environments AVL enables us to create. The purpose of this role is to assist primarily with facilitating ministry needs for teams that meet across the Northshore campus between May 16 through August 31. Additionally, this role will assist the Production Arts Director with Sunday main service critical task.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Assistance with musical and production tasks
- Operate and prep tech needs for special events across Northshore Campus
- Involvement with Sunday production teams
- AVL Training and Support for other NCC Ministries

Rehearsals and Sunday Services (40%)

- In production rotation 2x per month
- Personal preparation for weekend services

Meetings and Development (20%)

- Creative ideation
- Dept. meeting
- Production meeting
- 1 on 1 development meeting

Event Media Support (40%)

- Organize media intake for internal & external needs
- Train and develop ministry staff and volunteers on operation of AVL gear across campus
- Maintain/Clean AVL areas and gear

REQUIREMENTS

- Must be or become a Northshore Member
- Must attend services on off weeks
- Follower of Jesus
- Previous Audio, Video, Lighting experience with desire to grow
- Flexible Schedule
- Must thrive in a constantly changing dynamic work environment
- Must work with others well

OTHER SKILLS/ABILITIES

- Ability to work on individual projects or with a team
- Collaborative

- Self-motivated
- Attention to fine detail
- Ability to ideate and present ideas to a team

REPORTING RELATIONSHIPS

- ***Immediate Supervisor:*** Director of Production Arts

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the church.