

CrossRoads Missions

Storytellers Team Member – Videographer

Position Title: Videographer

Classification: Full-Time

Reporting Relationships

Position Reports to: Lead Storyteller

Positions Supervised: Project participants, videography interns and volunteers

Position Purpose

Take the lead or assist in developing video and editing content for Storytellers projects. This would entail developing stories and conducting interviews, as well as recording and editing video and assisting participants in same. The videographer would also teach videography and editing in a workshop type format for participants, as well as lead devotions and small-group Bible studies while on the field. This would often involve travel to ministry sites in the United States and internationally. A portfolio or demo reel must be submitted at time of application.

Essential Functions and Basic Duties

- 1. Create content for Storytellers Projects and CrossRoads Missions**
 - a) Create videos for Storytellers projects and promotional videos for CrossRoads Missions
 - b) Oversee participants as they create videos.
- 2. Use Video in Telling the Story of Ministries**
 - a) Create videos that effectively communicate ministries, their missions and the needs they are meeting
 - b) Assist and oversee participants in same
- 3. Lead Workshop Sessions in Videography and Editing**
 - a) Give presentations to participants about theory and effective use of video.
 - b) Give advice and guidance to participants in developing and creating projects.
 - c) Ensure quality and timely completion of projects.

4. **Work with Churches and/or Ministries to Ensure Content Will Fit their Needs.**
 5. **Lead Devotional Times and Small-Group Bible studies While on the Field and During Storytellers Projects.**
 6. **Communicating the Purpose and Ministry of CrossRoads**
 - a) Be well versed in the history, accomplishments, various field offerings, needs and future plans of the ministry, so that this information can be effortlessly communicated.
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Performance Measurements

1. Completion of quality projects.
 2. Completion of workshop type sessions.
 3. Completion of leading devotional times and small-group Bible studies.
 4. Provided an encouraging, service minded and worshipful environment in which to serve.
 5. Projects are progressing at an acceptable rate.
 6. Timeframes for projects are being adhered to.
 7. Good communication with the Financial Director, Development team and the Lead Storyteller.
 8. Lead Storyteller has been adequately informed of project progress and hurdles.
 9. Responsibilities and duties have been carried out in accordance with policies and procedures.
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Qualifications

Education/Certification: College Graduate or Equivalent

Required Knowledge: Working knowledge of Scripture and comfortable with sharing ones faith
Must be capable of instructing others
Working knowledge of Macintosh computers and operating system
Working knowledge of Final Cut Pro.
Comfortable with working with various Adobe photography software (Photoshop, Lightroom)

Experience Required: Three years of professional videography and editing experience or equivalent education.

Skills/Abilities: Videography
Video editing
Attentive to detail and accurate
Well organized
Cooperative and willing to assist and train others

Physical Activities and Requirements of This Position

Finger dexterity: Using primarily just the fingers to make small movements such as typing, picking up small objects, or pinching fingers together.

Talking: Applicant must be able to effectively communicate the mission and purpose of CrossRoads. Applicant must be able to effectively communicate where one must convey detailed or important instructions or ideas accurately, loudly, or quickly. Applicant must be able to effectively instruct participants in videographic theory and practice.

Average hearing: Able to hear average or normal conversations and receive ordinary information.

Average visual abilities: Average, ordinary visual acuity necessary to prepare or inspect documents or products and to use a professional level video camera.

Physical strength: Physically challenging work. Field located much of the time. Must be able to lift and move heavy objects especially while traveling and recording video.

Working conditions: Both in and outdoor working environments. Possible extensive travel.

Mental activities and requirements of this position

Reasoning ability: Must be able to apply logical or scientific thinking to a wide range of intellectual and practical problems. Applicant must be able to deal with very difficult concepts and complex variables.

Mathematics ability: Ability to perform basic math, must be able to understand mathematics involved in videographic exposure and be able to communicate same.

Language ability: Ability to read and comprehend at a collegiate level. Must be able to communicate effectively with others, and should be patient with individuals with a different language background.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with the American with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.