



JOB DESCRIPTION

POSITION OVERVIEW AND PERSONAL PROFILE

TITLE	CREATIVE DIRECTOR
CLASSIFICATION	FULL-TIME
REPORTS TO	Kyle Ogle(Pastor of Preaching and Vision) and the Elder Team
RELATES TO	Staff and Key Ministry Oversight Leaders

Center Church's mission is to invite people to Jesus and call believers to live out the Gospel. The Creative Director will work to serve the church's mission by leading our church into thoughtful, word-centered worship on Sundays and by maintaining a creative, God-honoring media presence. This is a full-time role (see employee handbook for more guidelines for full-time staff).

GENERAL ROLE DESCRIPTION

As a ministry director, you will work alongside the staff team to serve, support, and strengthen the vision, mission, and values of Center Church. This means staying connected to the church, participating in staff meetings, and maintaining strong communication with other staff and elders. You will work to build healthy teams and lead ministries that are aligned with the vision of Center Church.

WORSHIP RESPONSIBILITIES

Sunday gatherings are of great importance at Center Church. It's through Sundays that the church is nourished and formed as a worshipping community, and it's from Sundays that community and mission flow. The Creative Director will work to ensure that worship and liturgy is planned and implemented week by week. Below is an outline of key responsibilities.

- **Plan the Sunday liturgy** each week, including choosing songs, call to worship, scripture reading, and benediction. This work is to be done under the oversight of the Pastor of Preaching and Vision.
- **Leading worship/the worship team** with quality musicianship, humble leadership, and consistent quality. It is a value of Center Church to have a volunteer worship team where people can use their gifts to bless the church. The Creative Director will work to recruit volunteers and develop them in their craft and their love for the church.
- **Oversee the A/V team** by recruiting, training, and maintaining volunteers. It is the Creative Director's responsibility to ensure slides, sound, and live-stream systems are in place and operating well.
- **Schedule volunteers** to serve on the worship team, A/V team, and liturgy elements. Manage all equipment and gear that is in the sanctuary and studio, ensuring it is cared for, accounted for, and ready to use as needed.
- **Schedule 2-3 worship team gatherings or trainings** per year that seek to equip, bless, or celebrate the people who make up the worship team.

- **Lead creative endeavors** as the Lord leads and opportunity affords. This work is to be done under the oversight of the Pastor of Preaching and Vision and includes things like song-writing, recording songs, etc.
- **Oversee Operations** on Sunday mornings and special events that the church hosts. This would include development and oversight of set/tear-down teams, and making sure that our other teams have what they need to be ready for gatherings and other events before it takes place.

MEDIA RESPONSIBILITIES

Media ministry at Center Church helps us tell the story of God’s work in the church in a way that builds up the body and expands our reach. The Creative Director will ensure that our media is consistent, current, and creative. Below is an outline of key responsibilities.

- **Graphic design work** for all ministries should be done in a timely and artistic manner. This includes graphics needed for Sundays, sermon series, events, classes, announcements, and initiatives.
- **Manage Center Church’s Website and all podcast uploads** to ensure that all information is current and relevant. This involves any changes or updates to layout or content as needs arise.
- **Manage Center Church’s social media** outlets by sharing what God is doing and has done. Use social media in a way that informs of events and initiatives, and displays our values and vision. This includes Facebook, IG, and YouTube channels.

Work to capture Center Church stories throughout the year. This involves cultivating, capturing, and sharing stories of God’s extraordinary work in the lives of ordinary people.

PERSONAL PROFILE

- Love of gospel doctrine and gospel culture.
- Deeply committed to the mission, vision, strategy, and culture of Center Church Brenham
- Strong administratively and relationally.
- Articulate— easily puts thoughts and ideas into words via conversation, print, and presentation.
- Adaptable and collaborative, enjoys working closely with others to accomplish a goal
- Creative— energized by creating and sharing information in fresh and compelling ways to help others.
- Willingness to learn new things within their job role that will be of benefit to their performance and others.
- Openness to be trained through various development cohorts through our church networks.
- Self-starting and hard working who takes ownership of what they have been asked to do
- Ability to work in harmony with Center Church Brenham staff and ministry leaders.
- Love of serving and desire to do whatever is needed to advance the mission of the church.

Time Requirements: 40 hours per week

Compensation: Entry level salary is \$60,000 plus benefits (Scales up based upon qualifications and experience)

HOW TO APPLY

If you would like to apply, please send an updated resume to kyle@centerchurchbrenham.org.