



Church of the Nativity Job Description

Date: November 13, 2018
Title: 'LIVE' Online Campus Director
Department: Creative Department
Reports To Title: Director of Production and Worship
Hours: Full-time (weekend work required)

General Description:

To provide leadership for Nativity's online campus in order to reach more people and engage online participants in the five STEPS of discipleship we promote: Serve, Tithe, Engage, Practice & Share.

Primary Responsibilities:

- All responsibilities are fluid and will evolve as the needs of the online campus evolve
- Grow online campus deeper and wider
 - Increase weekend attendance (wider)
 - Increase participation of attenders through the STEPS (deeper)
- Deepen online participants' discipleship
 - Create a commitment level for "viewers" to become "members"
 - Form "watch groups" of people viewing together in remote locations
 - Create STEPS for online campus participants
 - Track participants in Ministry Platform as members of the online campus
- Oversee the online viewing experience
 - Ensure excellence and consistency of weekend broadcasts
 - Maintain campus technology platforms
- Lead Chat Host Ministry
 - Recruit and lead ministry team
 - Build additional online broadcast ministry teams as needed
- Work with Communications Director to integrate media strategy
 - Connect Nativity's social media platform with LIVE engagement
 - Explore other platforms where Nativity/LIVE can reach viewers

Qualifications:

Education: Bachelors Degree preferred

Experience: Served at Nativity or Current Church

Special Skills or Knowledge Areas: Experience in other churches with online broadcasting

Required Skills

- Proficiency with social media platforms: Instagram, Facebook, Twitter
- Ability to quickly learn broadcasting platforms (churchstreaming.tv, Church Online Platform, Wirecast)
- Ability to quickly learn Nativity's database, internal platforms, and other technology as needed
- Ability to build relationships and connect with leaders and other people of impact

Bonus Skills

- Proficiency with Adobe Suite (Photoshop) or other graphic design program
- Prior experience with churchstreaming.tv, Church Online Platform, or Wirecast
- Prior experience using Planning Center Online
- Public speaking and on-camera personality experience

Supervisory responsibilities:

- **Positions:** N/A
- **Ministries:** Lead Online Chat Host ministry, and assist with Creative Tech ministry

Competencies:

Builds Relationships

- Develops and leverages effective working relationships with other members of Nativity Staff as well as ministers and church members
- Acts with respect toward others
- Gains acceptance by understanding the viewpoints of others and seeking win win solutions

Communicates Effectively

- Provides clear, consistent and timely communications
- Gives compelling reasons for ideas and recommendations

Strategic Focus

- Continually works to create an irresistible environment at Nativity
- Works to see around the corner to anticipate future trends and consequences
- Translates Nativity vision into clear and effective plans

Delivers Results

- Develops and consistently executes performance objectives
- Can be counted on to achieve goals successfully
- Consistently performs and adds value

Leads Effectively (Only include this Competency for positions that manage other positions or Ministry Leaders)

- Assesses and fills positions with qualified individuals
- Sets clear and measurable goals; coaches staff to do the same
- Monitors progress and results; Provides ongoing performance feedback
- Rewards for accomplishments
- Provides challenging assignments as well as development activities

Church of the Nativity offers a comprehensive benefits plan and competitive salaries.

Submit your resume to:

lskeen@churchnativity.com
