Job Posting: Videographer and Photographer Position type: Full time; exempt position

Schedule: Full days from Mon to Thu, with occasional evenings. A few hours on Sundays and/or

Fridays, depending on events and ministry schedule.

Summary

For a Christian, work should never just be work. It should be an integral part of how we serve God, His Kingdom, and our community. That is what you will find in a career at St. Martin's Episcopal Church!

The Videographer and Photographer will be involved in various projects that strengthen and enhance St. Martin's Episcopal Church's brand. The person in this role shoots videos, takes photographs, and edits them working as a motion graphics artist, teleprompter operator and sound engineer. A valuable member of St. Martin's, the videographer and photographer collaborates with other ministries as needed while demonstrating professionalism, work ethic and the ability to handle multiple simultaneous priorities.

Essential Functions

- Serves as the primary resource and subject matter expert for shooting and editing videos and photographs while meeting or exceeding target objectives.
- Regularly interacts and collaborates with clergy, lay staff and parishioners for video/photo shoots.
- Works and coordinates with members of the A/V team and other contractors to ensure high-quality deliverables.
- Provides creative input for the execution of projects while frequently taking the lead.
- Independently edits and shoots videos and photographs meeting or exceeding specific objectives: content, message, deadlines, etc.
- Uses industry-standard video editing software to edit and enhance raw footage, create seamless transitions, add graphics, effects and music to produce final videos that resonate with St. Martin's target audience.
- Manages post-production processes for various platforms and formats, including color grading, sound mixing and overall video optimization.
- Ensures that all video content aligns with the brand's guidelines, voice and messaging to maintain consistency across all platforms.
- Uploads weekly edited videos on St. Martin's website and YouTube channel.
- Creates various multimedia material, including short reels, promotional videos and marketing materials as needed.
- Performs other duties as assigned.

Skills and Qualifications

- Proficient in speaking, reading and writing in English.
- Works well alone or in teams, under simultaneous tight deadlines and in a fast-paced environment.
- Highly skilled at producing creative and professional video and photography to maximize audience engagement, while applying lighting techniques, audio recording, and video/photography composition principles.
- Knowledgeable about current video and photography equipment, visual media, technology, techniques and trends. Has a passion for learning new ones and coaching others (A/V, contractors, etc.)
- Works on multiple projects in various stages of completion from start to finish, while staying on schedule and finding proactive solutions to technical, creative and process challenges.
- Welcomes creative input and feedback.

Page 1 of 2

Last revision: 4/2024

Job Posting: Videographer and Photographer Position type: Full time; exempt position

Schedule: Full days from Mon to Thu, with occasional evenings. A few hours on Sundays and/or

Fridays, depending on events and ministry schedule.

Education and Experience

- Bachelor's degree in Radio-Television-Film or related field (e.g., Digital Media, Photography, Journalism, Media Production/Arts, Broadcasting, Communications, etc.) or equivalent technical training.
- Eight years of work experience in videography, photography or video/photography editing. Experience working at a church, a Christian or a non-profit organization preferred.
- Solid understanding and experience working with editing software (e.g., Adobe Premiere Pro, Final Cut Pro in addition to the Adobe Creative Suite) and related post-production processes.
- Experience in color management and color theory for accurate color grading.

Benefits

As part of St. Martin's family, full-time employees receive a comprehensive benefits package that includes medical and dental insurance, generous time off, and fantastic retirement contributions.

Due to the nature and context of this role, only Christian applicants will be considered.

Page 2 of 2

Last revision: 4/2024