

Digital Media Communication Coordinator

Massanutten Presbyterian Church is seeking a Digital Media Communication Coordinator. The ideal candidate for this position will demonstrate creativity and energy for the life of the church and an ability coordinate with church staff and with volunteers within the church.

This person will support the missions and programs of Massanutten Presbyterian Church, which are based on the following values:

- 1) We value ministry over programs. We seek staffing that is able to not simply implement and carry forward an existing program, but bring imagination and vision to the ministry needs such programs currently address.
- 2) We value relationships: among peers, across grade levels, among families, between staff, congregation, children and youth.
- 3) We value nurturing children and youth to discover and embrace their identity as children of God.
- 4) We value worship - both participation in and leadership of adults, children and youth.

The candidate will work with pastoral staff to develop recorded and/or streaming worship services and share it through the church website, YouTube, Facebook, Instagram, and other social media outlets. Specific communication tasks and talents may include but not limited to: email marketing and communication, maintenance and regular upkeep of the church website, preparation of digital media for weekly worship, support of church activity planning in the areas of visual arts, imaging, and layout. The church is currently implementing a new A/V system for use with streaming and recording worship services. This person will be expected to train volunteers to assist with this aspect of worship services. A general flexibility and openness to assist with general office operations and other church activities when needed is desirable.

Proficiency in Adobe Photoshop, Constant Contact, video and audio editing software such as iMovie, video and audio acquisition, website development and management tools such as Wordpress, and general understanding of digital file production and management is required. An understanding of visual design and an ability to learn new programs and concepts is a bonus. The candidate should be comfortable communicating with the church members and community through a variety of means, including but not limited to bulletin boards and newsletters.

This is a part-time position with an expectation of 20-30 hours per week on average. Actual weekly hours may vary according to the needs of the church as dictated by the liturgical calendar. Due to the nature of the role in worship services, Sunday work will be expected, along with office hours.

Massanutten Presbyterian Church is an equal opportunity employer committed to creating and supporting a diverse and inclusive workplace that is free of all forms of discrimination. MPC does not tolerate discrimination or harassment on the basis of age, color, disability, gender identity,

genetic information, national origin, parental status, political affiliation, race, religion, sex, sexual orientation or veteran status.

To apply, please submit a resume to info@massanuttenchurch.org or via mail to Administrative Commission, Massanutten Presbyterian Church, 50 Indian Trail Road, Penn Laird, VA 22846