



VIDEO EDITOR/PRODUCTION JOB DESCRIPTION

Regular Office Hours: 8:00 AM to 4:30 PM
Position filled: Open

Position: Full-time salaried
Location: On site – Rockwall, TX

Responsibilities:

1. Editorial creation of TV broadcasts, podcasts, interviews, promos, and advertisements
2. Create motion and static graphics
3. Discover and implement new technologies and best practices to maximize efficiency
4. Coordinate closed captioning
5. Communicate with stations for program delivery and quality
6. Upload content to servers and streaming services
7. Provide videography using DSLRs and video cameras for b-roll, interviews, live tapings, etc.
8. Edit and master audio messages
9. Update some website (WordPress) posts, graphics, and content
10. As a TSFM team member, participates in the success of TSFM's outreaches/events including, but not limited to:
NEXT Conference – January
RDC Vision meeting – January
ICING Women's Event – September/October

Requirements:

- Must live a life that exemplifies biblical values
- High school diploma
- Two years applicable working experience in editing and production
- Strong portfolio of work
- Design and creative ability that matches TSFM style and standards
- Highly self-motivated
- Detail-oriented and able to handle multiple priorities
- Able to work overtime on an "as needed" basis
- Proficient with Adobe Creative Cloud, particularly Premiere Pro, After Effects, and Photoshop
- Understand audio, video, broadcast, and web standards
- Possess a "can do" and "whatever it takes" attitude
- Provides solutions
- Consistent learner
- Born again believer, filled with the Holy Spirit and must adhere to the doctrines of this organization as upheld by Terri Savelle Foy and her appointed representatives

Compensation

- \$35,000 to \$50,000 annually, depending on qualifications and experience
- Health coverage provided after 60 days of employment

This job description is not intended and should not be construed to be an exhaustive list of all responsibilities, skills, efforts and working conditions associated with this position. It does, however, reflect the principal job elements of this position. This job description does not constitute a contract for employment.