

North Point Media Producer Position

We are seeking to add an experienced producer to our media team. Candidates should be highly motivated, organized, and possess great communication skills. The producer we are looking for should exhibit exceptional problem solving and people management skills with minimal oversight. The ability to assemble and manage a team as well as delegate responsibility to complete complex tasks is key. Working knowledge of all aspects of production is required. Qualified candidates please send resumes and portfolios to Kim Radgoski at North Point Ministries - kim.radgoski@northpointministries.net.

Education & Experience:

2-5 years of producing / project management experience

A variety of Experiences is Key: EX. video production, movie, theater & advertising.

A BS in communication or video production.

An eye for business etiquette and budget is essential.

Working Attributes:

Must be able to work a varied schedule. This is not a 9-5 job.

Must be able to resolve crises, including budget issues and artistic personalities.

Must be able to manage a budget.

Must be able to oversee all aspects of production.

Must be able to build and lead a team.

Must be flexible.

Must have an internal drive for excellence.

Must be organized and keep order on an ongoing project.

Must have excellent oral and written skills.

Must be able to oversee each project from conception to completion both in studio and on location.

Must be able to work closely with directors and other production staff.

Must have some directing skills.

Typical Work Activities Include:

- Researching and maintaining new creative ideas for projects.
- Maintaining contemporary technical skills.
- Commissioning writers.
- Building and developing a network of contacts.
- Overseeing the budget and allocating resources.
- Assembling a team of both creative and practical talent for a given project.
- Organizing shooting & editing schedules.
- Troubleshooting.
- Supervising the progress of a project from pre production through post production.
- Bringing the finished production in on time and on budget.

MEDIA PRODUCER

Reports to Associate Media Director.