

Communications and Media Pastor

FBC Madison, MS

Principal Function: Provide direction, oversight and management of FBC Madison's Communications and Media Ministry

Working Relationship: Worship and Music Pastor

Qualifications: Minimum of a Bachelor's degree and 3 years of ministry experience in the field. Background and experience in Communications. Detail oriented. Ability to plan and manage long term projects and initiatives. Ability to work with a team across departments. Strong design with equally strong marketing skills. Working knowledge of Adobe Design software. Strong communication and English language skills. Working knowledge of audio, video, and lighting.

Responsibilities:

Quarterly

- Manage expectations and deadlines for promotional deliverables
- Oversee and give direction to the launch and major event branding (yearly focus, semester launches, Easter, Christmas...)
- Give direction to promotional materials for FBCM's ministries
- Develop marketing strategies for reaching ministry targeted demographics
- Collaborate with the Worship Pastor and Technical Director for major events (*Spirit of Christmas*, Easter, DNOW, VBS, etc.)

Weekly

- Meet weekly with FBCM graphic designer to coordinate projects
- Oversee online bulletin
- Keep up to date the FBCM website
- Provide design and production ideas for lighting and iMag in conjunction with the Technical Director
- Run broadcast or house audio in conjunction with the Technical Director

High Priority

- Oversee, manage, and post to FBCM's social media accounts
- Oversee the content, design, and management of the FBCM website
- Coordinate with ministers to create copy for their ministry promotions
- Coordinate promotion needs between ministers and designer
- Develop, design, and send weekly eNews to FBCM members