

United Methodist Communications / Production Team

Position Title: Studio Engineer

Basic Purpose: Is responsible for the day-to-day upkeep and operations of the physical studio space and general condition and storage of equipment in that space. Manages the rental equipment and the scheduling of projects in the studios (equipment, resources, and studio time). Must be able to serve as a lighting director for projects as assigned. Provides overall support for the video studio's use and its maintenance. May act as a technical director or camera operator, and will need to work directly with clients as assigned. Must be able to provide necessary video engineering support for United Methodist Communications and Kingswood clients.

Requirements:

- Bachelor's degree in media production or a related field or fifteen years directly related equivalent experience.
- Requires skills in Production Studio Management, Video Engineering, Audio and Video, Lighting, and Video Editing
- Must demonstrate sound project management, tracking and problem solving skills and the ability to think creatively in response to challenges.
- Must be detail oriented and able to schedule and coordinate multiple projects simultaneously.
- Must understand studio lighting needs.
- Must have engineering understanding of video machines for maintenance, understanding of audio placement of microphones for audio recording, camera operation and video switcher use, basic graphic computer use.
- Experience working with and assigning freelance production workers. Experience managing crewmembers and production assistants.
- Must have computer skills in Microsoft Office (Excel, Word), Resource Scheduling software (Scheduall Program), Duplicating Software, Camera set up software, Editing Avid/Premire).
- Knowledge of The United Methodist Church is helpful.

Benefits:

- Base salary (Call HR to inquire.)
- Regular Full-time Position
- Medical, Prescription Drug, Dental and Vision Insurance
- Life Insurance, Supplemental Life Insurance, and Dependent Life Insurance
- Accidental Death and Dismemberment Insurance
- Short and Long Term Disability Insurance
- Retirement/Pension Plan /Personal Investment Plans
- Flexible Spending Accounts for Medical and Dependent Care
- Paid Holidays (eleven annually)
- Paid Vacation / Paid Sick Leave and Personal Leave
- Continuing Education
- Free Parking

To apply or for more information contact: UCom/Human Resources
P. O. Box 320 (810-12th Ave. S., Nash. 37203), Nashville, TN 37202-0320
Phone: 615-742-5137 Fax: 615-742-5428, Email: hr@umcom.org

To apply please provide the following:

Cover Letter → Resume → Complete Application Form → References .