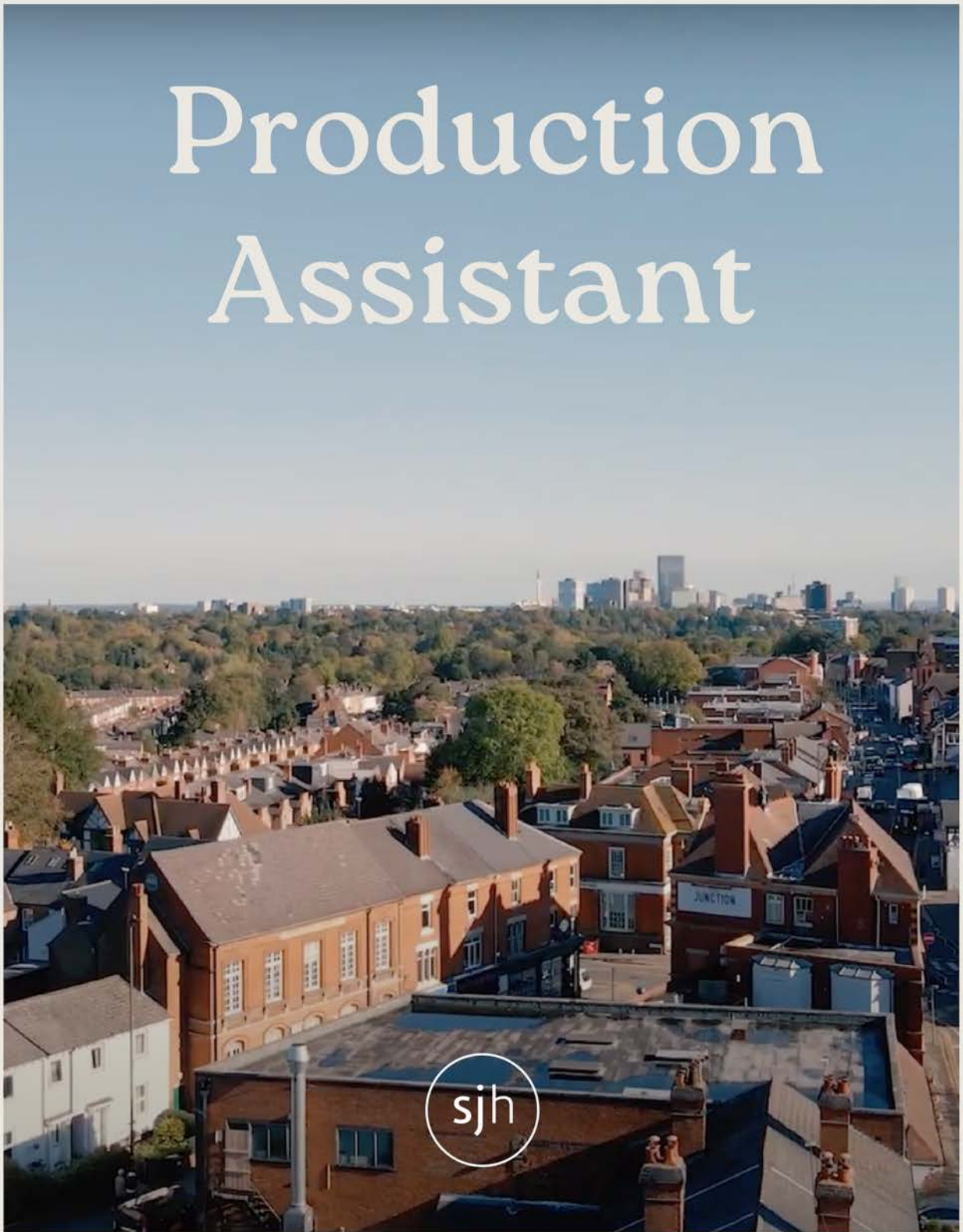


Production Assistant



Job Profile

Part Time
temporary Contract

2024

A Heart for God our City and the Nations



ABOUT ST JOHN'S...

Vision and Values Summary Statements

Purpose – to love God and neighbour by producing mature Christians

Priorities – Giving Glory (Worship), Getting Involved (Ministry), Gathering Together (Fellowship), Growing Up (Discipleship), Going Out (Evangelism)

Vision – To be a faithful community committed to God in passionate worship; to one another in devoted service; and to the world in sacrificial love

Values – God-honouring, Christ-centredness, Spirit led, Scripture, Prayer, People, Integrity, Reaching our Potential, Authenticity, Culturally Relevant, Leadership, Generosity

Mission – to reach non-Christians with the good news of Jesus. To provide a church home for Christians in the Harborne area. To unite the spiritual and rational aspects of the gospel. To establish missional communities to reach people with the gospel. To pursue and demonstrate unity within and beyond St John's

We are a large evangelical, charismatic parish church with a ministry to the city and beyond. While we draw people from outside of the parish, (75% of church members live within 3 miles of the Church) we are a diverse intergenerational parish church. There is an even spread of members across the age demographics 30-80 and thriving children and youth ministries. We are a multi-generational and intra-racial church family who love to worship God and serve Him in every aspect of our lives. We have a strong commitment to base our lives on the teaching and authority of the Bible and a commitment to the person and work of the Holy Spirit in both our personal and corporate life.

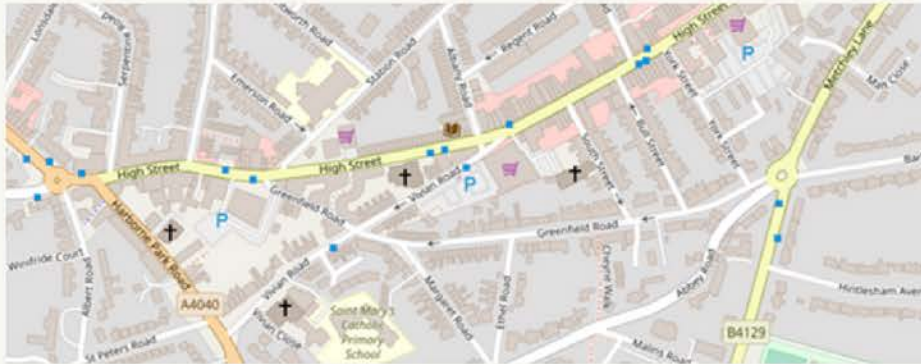
We are committed to missional growth through new Christian communities and in 2022 supported the revitalisation of St Mary's Bearwood. We are a New Wine Hub Church and a Resource Church in the diocese. Our Bridgebuilding ministries are expressions of our desire to share the Good News of Jesus in word and action.



ABOUT HARBORNE...

Harborne is an 'urban village' located in the southwest of Birmingham, a few miles from the Queen Elizabeth Hospital and University of Birmingham campus. The council ward of Harborne has a population of nearly 23,000 of which 42.4% identified as Christian in the 2021 census. The Harborne ward population enjoys better health and life expectancy than many parts of Birmingham and St John's parish enjoys lower levels of deprivation than the other parishes of Harborne.

The church is located on the southern edge of the parish on the High Street. The High Street has four supermarkets, a range of independent shops and a few national chains, charity shops, estate agents and numerous coffee shops, pubs and restaurants. Other amenities within the parish include a popular primary school, two secondary schools, a library, a police station and three large complexes of warden-controlled housing for older people. There is a re-developed and well used swimming pool and gym. The parish is largely residential with no manufacturing industry.



(provided by www.openstreetmap.org) St John's Church is situated between the High St and Vivian Rd

The Church underwent a significant rebuild and remodelling and reopened in June 2022. Following the rebuilding work, and the revitalisation of St Mary's, the Church is now experiencing exciting levels of growth.



Service patterns and style

Sung worship is a central aspect of all our corporate gatherings. For our Sunday services in particular, our practice is to devote a significant amount of time to this ministry, alongside engaging and relevant preaching, and offering prayer ministry. Communion is held regularly at all services. A different style of worship is enjoyed at each gathering.

Sundays 10:00am – Morning Worship

This is a vibrant and lively gathering for everyone. Children's groups run alongside the gathering in term time. There is a mix of sung worship styles during the gathering, including 'action' songs for children, to engage the diverse range of ages attending the gathering. All Age gatherings are held on the first Sunday of each month, school holidays and festivals. Normal attendance is in the region of 250–300.

Sundays 6:00pm – Evening Worship

This is a more informal gathering where along with others, youth, students and young adults will gravitate. The aim for this service is to give even more time for encountering the Spirit in contemporary, charismatic sung worship, preaching and prayer ministry as well through prophetic art and dance. On the first Sunday of each month, we run 'Encounter', when we leave aside our current sermon series and seek to encounter God afresh in extended worship, ministry, and a speaker sharing what God has laid on their hearts for us as a community of faith. Normal attendance is about 100.

Thursdays 10:30am Mid-Week Gathering.

This gathering has seen significant growth since we reopened and normal attendance is about 90. It is as important to church life as the Sunday gatherings. It's a more reflective service, and more traditional sung worship, drawing both church members and people from the local community, enjoyed by the more elderly, but open to all ages.

First Wednesday of each month 8:00pm: Powerhouse

Powerhouse is a time of worship, reading Scripture, intercession, and hearing from God together.





Production Assistant

Purpose of Post

Ensure that the AV platforms, including livestreaming, are set up enabling volunteers to manage the platforms at gatherings. To provide the AV support for some midweek services, monthly Powerhouse, festivals, weddings, funerals and other special events.

Job Profile

What you will be expected to do:

The following areas will be within the scope of the post.

- Set up ProPresenter for church gatherings and events, and external bookings ensuring seamless presentation flow, including up to date graphics, talk presentations, so that content is ready for volunteer and external users.
- Check and set up audio production tasks, including mixing, microphone setup, and sound checks, to ensure clear and impactful sound quality for volunteers and external users.
- Oversee and set up stage lighting design and operation to enhance the worship atmosphere and visual experience.
- Maintain and troubleshoot production equipment across both Mac and PC platforms, ensuring optimal performance during services and events.
- Plan and execute production elements for regular and special events in line service leaders' requirements.
- Contribute to the training and support of volunteers in the production team, fostering a spirit of teamwork and skill development.
- Stay informed of the latest trends and technologies in worship production to suggest improvements and innovations

Qualities you will display:

- Experience of presentation software, ideally ProPresenter
- Experience of audio systems and sound mixing
- Excellent knowledge of Microsoft 365 and Mac
- Good knowledge of livestreaming software and relevant online platforms
- Administrative and organisational skills, relevant IT skills
- A self-starter, able to manage their own time
- Able to trouble shoot and solve problems
- A team player with a 'can do' attitude
- Good sense of humour.

Background

- A committed Christian who is prayerful, with good biblical knowledge and ability apply it within their role.
- You must be open to the renewing work of the Holy Spirit and one who holds to biblically orthodox church beliefs and teaching in matters of faith and conduct – handling word of God.
- A willingness to work within the authority structures of the Church of England and to become a worshipping member of St John's

Nature of Post:

- 6 month contract
- Approximately 7-10 hours a week, plus additional paid hours for special events and training workshops.
- The post holder requires a current enhanced DBS clearance and to undertake CofE safeguarding training. (training of under 18s)
- The post holder will report to the Operations Manager.
- The post holder will attend staff meetings monthly.

Remuneration

£12.19 to £12.90 per hour

If the threshold is met, the post holder will be automatically enrolled in the Aviva Flexible Retirement Account (a direct contribution scheme). The current contribution rates are, Employer 3% and Employee 5%.

Equality Act 2010 relating to Religion or Belief and Sexual Orientation

For the purpose of both of the above Regulations it is considered to be an Occupational Requirement that you share and endorse the understanding that St John's Church, as an evangelical charismatic church, has of Christian faith, conversion and commitment, sexual and moral conduct and lifestyle. If further clarity is required, this can be provided on request.



**Salary &
Pension &
Working
arrangements**

Person Specification Production Assistant

Requirements	Essential/ Desirable	Assessed by
St John's is committed to safeguarding and promoting the welfare of children, young people and adults at risk. All post holders and voluntary workers within the church must share this commitment.	E	
Right to Work. Any offer of employment will be subject to the applicant providing necessary documentation to prove their right to work within the UK.	E	
Any offer of employment is subject to an Enhanced DBS and other appropriate checks as required	E	
Must be a committed Christian	E	A,I,R
To be or become a committed and active member of St John's, involved fully in the life and ministry of the church	D	
Personal Characteristics		
A problem solver and solution finder	E	A,I, R
Ability to fit into the staff team – accountability, flexibility, a 'can-do' attitude, reliable, enthusiastic, and a sense of humour	E	I, R
Self starter, and able to manage their own time	E	A,I,R

Demonstrable experience of working in a team environment		
Qualifications		
Good standard of education	D	A
IT or Media qualification	D	A
Skills and Abilities		
Ability to inspire and train others	E	A, I, R
Relevant IT, software and streaming skills	D	I
Recognises, respects and is able to work within objectives set	E	I, R

A = Application

I = Interview

R = Reference

stjohnsharborne

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recruitment@stjohnsharborne.org