



## Job Description

Email portfolio and résumé to [hr@chaseoaks.org](mailto:hr@chaseoaks.org)

**Title:** Motion Graphics Designer

**Team:** Communications

**Supervisor:** Creative Director

**Approval Date:** May of 2018

Qualifications for employment at Chase Oaks Church requires being a Christ-follower—whose work history and lifestyle shows a consistency to adhering to the scriptural principles of the Bible—and agreeing with the Purpose, Strategy, and DNA statements of Chase Oaks.

### *Chase Oaks Church DNA*

- **We Keep It Simple.** We seek to do a few things well.
- **We're All In The Same Boat.** We are all on a journey of transformation.
- **We Boycott Boycotts.** We are known for what we are for, not what we are against.
- **We Glow In The Dark.** We move into hopelessness, need, and injustice with the redeeming power of Jesus Christ.
- **This Is Not Our Party.** This is the Father's party, and we are His servants, privileged to prepare the party and invite the guests.
- **We Don't Go It Alone.** We do life together in groups, ministry in teams, and serve our community.
- **Pass The Baton.** We invest in the next generation and give influence to emerging leaders.
- **We Are A Salad, Not A Soup.** We are intentionally diverse, believing that the mix of generations, ethnicities, and cultures helps create the rich and surprising unity Jesus prayed for in John 17.
- **We Don't Sweat The Small Stuff.** We strive to focus on our common mission and core biblical beliefs.
- **We Count The Change.** As the agents of God's redemption on this broken planet, our effectiveness is measured by both personal and community transformation.

### *Leadership Skills*

#### **Drive**

The restless pursuit of excellence.

#### **Judgment**

Wisdom in action.

#### **Influence**

Inspiring achievement in others.

### *Chase Oaks Church Staff Values*

**Leadership: We serve and develop people and provide clear direction.** We serve people with prompt follow-up, care for people, develop people, and empower people.

**Teams: We work in teams, protect team health, and invest in team development.** We all have specific roles on a team. We are thorough in our team member hiring process, making sure that we hire people who resonate with our DNA and culture. We create team plans, protect team unity, and help each other become more effective team members. We also recognize that Chase Oaks is part of a broader team, so we partner with local churches and organizations who are committed to meeting both local and global needs.

**Rhythms: We work hard, play hard, and rest well.** We plan our work and work our plans (team plans and personal plans). We are intentional about having fun (staff events and team events), and we make sure we stay replenished (weekly day off, DAWG days, vacations, and sabbaticals).

**Learning: We are constantly learning from the past, from other organizations, and from the best practitioners.** Passport, LEAD, best practice visits, monthly development conversations with team leaders, seeking feedback often, networking, partnering, reading, conferences, etc.

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**JOB SUMMARY:**

The Motion Graphics Designer is an integral part of the creative process from conceptualization to storyboard and animating. The Motion Graphics Designer should have high-end digital skills and should be an expert with digital design software, which will include graphic design, video editing, and two and three-dimensional animation.

**ESSENTIAL JOB RESPONSIBILITIES:**

- Create motion graphics, graphic design, and video content in accordance with the brand, philosophy, and goals of the church and each ministry.
  - Provide imagery, design, and page layout for both print and video environments.
  - Prepare and/or create environmental motion graphics and design elements for use in the weekend worship services and other various projects.
  - Work with creative teams to understand project scope and objectives.
  - Edit raw video footage and add effects/elements to enhance motion graphics.
  - Assist in designing and creating storyboards.
  - Participate in brainstorming sessions to share new design perspectives and ideas.
  - Maintain and follow best practices for versioning control, naming convention and organization of graphic files as part of the video production archive.
  - Maintain up-to-date knowledge about latest graphic design techniques.
  - Continue to expand personal knowledge base by keeping abreast of new technology and techniques through seminars, trade journals, professional organizations, etc.
  - Participate in video shoots, audio recording sessions, and editing sessions when needed as a part of the production process.
  - Regularly attend and participate in staff and team meetings and/or training.
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**JOB PROFILE:****SPECIFIC SKILLS / STRENGTHS**

- General understanding of video production workflow, including story-boarding, pre-production, filming locations and interviews, audio recording, lighting, and post-production.
- Strong graphic design ability and type sensibility.
- Professional level of fluency in Adobe CC Production Premium software, including After Effects, Photoshop Illustrator, and Premiere.
- Strong understanding of color profile management for video.
- Exceptional organizational and project management skills.
- Ability to demonstrate sound judgment in dealing with multiple priorities and timelines.
- Ability to efficiently work both independently and as part of a team environment.
- Excellent communication/customer service skills and the ability to interface with the Chase Oaks staff.
- Ability to deal with non-routine matters, such as special projects.

**EXPERIENCE DESIRED**

- Experience: Minimum 5+ years related experience in motion graphics and graphic design.

**EDUCATION DESIRED**

- Completion of RTVF, Graphic Design, or Mixed Media Degree program or equivalent experience.

**SUPERVISORY RESPONSIBILITIES**

- There are no supervisory responsibilities with this role.

**LANGUAGE SKILLS**

- Ability to speak effectively and understandably on the phone.
- Ability to effectively present information and respond to common inquiries regarding Chase Oaks ministries.
- High attention to customer service.

**COMPUTER SKILLS**

- Strong working knowledge of the Adobe Premiere Pro, After Effects, and Photoshop.
- Strong working knowledge of Microsoft Office, Outlook calendaring, and email.
- Basic knowledge of Excel and PowerPoint.

**PHYSICAL DEMANDS**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Physical demands are commensurate with video production. Individuals will be expected to carry video production equipment and set up and tear down as needed. Some equipment may weigh up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to sit, talk, or hear. The employee frequently is required to use hands to finger, handle, or feel and reach with hands and arms. The employee may be asked to bend and kneel.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.