

Job Title:

Director of Media Operations

Summary:

To provide strategic and operational leadership for the media, production, and digital communications ministry of Watersprings Christian Centre (WCC), ensuring the effective delivery of worship services, church programmes and ministry activities across physical and digital platforms. The Director will also serve as a ministry leader and participate in teaching, preaching, prayer and other ministerial responsibilities as directed by the Senior Pastor.

Work Environment:

Church setting, In addition to contractual daytime working hours, the position requires flexibility and availability for evenings, weekends, public holidays, worship services, conferences, and other church events.

Reporting Structure/Accountability:

To the Senior Pastor

Annual Salary:

£24,000

Location:

4–6 Melson Street, Luton, Bedfordshire, United Kingdom, LU1 2JX

Employment Type:

Full-time position

Working Hours:

36 hours per week (The nature of this role requires flexibility in working hours and location.)

Visa Sponsorship:

2-year (Minister of Religion) visa sponsorship

Key Responsibilities:

- Provide strategic leadership and direction for WCC's media, production, and digital communications ministry.
- Develop and implement a media strategy aligned with the vision, mission, and ministry objectives of the church.
- Oversee the technical and creative delivery of Sunday services, midweek services, conferences, and special programmes.
- Lead all audio, visual, livestreaming, broadcast, projection, lighting, and digital production activities.
- Ensure high-quality and reliable delivery of live and recorded church content across relevant media platforms.
- Coordinate the recording, editing, production, archiving and distribution of sermons, teachings, worship sessions and other ministry content.
- Develop WCC's digital ministry presence and support the effective communication of the Gospel through online platforms.
- Provide leadership, mentoring, training and development for media team staff and volunteers.
- Develop appropriate media-team structures, rotas, procedures, and operational standards.
- Coordinate with pastors, worship leaders and ministry departments to understand and deliver their media and production requirements.
- Ensure media equipment and infrastructure are properly maintained, secured, and fit for purpose.
- Identify appropriate technologies and improvements that support the church's current and future ministry requirements.

- Support the planning and delivery of conferences, outreach programmes, evangelistic events, and other church activities.
- Maintain appropriate standards for media quality, branding and presentation across WCC platforms.
- Manage media-related resources responsibly and contribute to budget planning and procurement decisions.
- Participate in the spiritual and ministerial life of the church.
- Prepare and deliver sermons, Bible teachings and other Christian messages when assigned by the Senior Pastor.
- Participate in and, where required, lead prayer meetings, preaching, worship services, discipleship programmes and other ministry activities.
- Demonstrate Christian leadership and conduct consistent with WCC's vision, mission, and values.

Weekly Responsibilities:

- Plan and coordinate media requirements for upcoming church services and programmes.
- Prepare and maintain media-team rotas and confirm team availability.
- Review service plans with pastors, worship leaders and relevant ministry teams.
- Ensure presentation materials, sermon graphics, videos, lyrics, and other media assets are prepared before services.
- Review livestream, sound, video and production quality and address identified issues.
- Conduct or coordinate media-team training and development where required.
- Participate in staff/ministry meetings, prayer meetings and other scheduled church activities.

Pre-Service / Production Preparation:

- Ensure all required media and production personnel are present and appropriately briefed.
- Conduct technical checks of audio, video, cameras, projection, lighting, and livestream systems.
- Confirm presentation materials and digital content are correctly prepared.
- Coordinate sound and technical checks with the music and worship teams.
- Ensure appropriate contingency arrangements are available for critical production systems.

During Service:

- Provide overall oversight of media and production delivery.
- Ensure livestream, audio, visual and presentation systems operate effectively.
- Coordinate the media team to support smooth transitions throughout the service.
- Respond promptly to technical or production issues.
- Work sensitively with pastors and worship leaders to support the spiritual direction and flow of the service.
- Undertake teaching, preaching or other platform ministry when rostered or directed.

Post-Service:

- Ensure recordings and relevant media files are appropriately stored and backed up.
- Coordinate editing and publication of approved sermon and ministry content.
- Review significant technical or production issues and implement corrective actions.
- Ensure equipment is properly secured and production areas are left appropriately organised.

Key Requirements:

- Strong leadership capability with experience leading media, production, or communications teams.
- Strong knowledge of audio-visual production, livestreaming, digital media, and related technologies.
- Ability to translate ministry vision into effective media and communication strategies.
- Strong Christian ministry orientation with the ability to teach, preach and communicate biblical messages effectively.
- Ability to recruit, develop, mentor and coordinate staff and volunteers.
- Strong organisational, planning, and problem-solving capabilities.
- Excellent communication and interpersonal skills.
- Commitment to Christian service, prayer, worship and the vision and mission of WCC.

Qualifications:

- Relevant experience in media production, broadcasting, digital communications, or a related field.
- Demonstrable leadership experience within a church, ministry, or comparable environment.
- Experience with live production and digital media platforms.
- Demonstrable experience in Christian ministry, teaching and/or preaching.
- Good understanding of church worship and ministry environments.

Desirable:

- Relevant professional or academic qualification in Media, Communications, Broadcasting, Technology, or a related discipline.
- Previous experience leading a church media ministry.
- Experience producing digital content for a multi-platform audience.
- Experience managing and developing volunteer teams.

Additional Considerations:

- The postholder is expected to maintain conduct consistent with WCC's Christian beliefs, values, and ministry standards.
- Absences should be agreed with the Senior Pastor sufficiently in advance except in emergencies.
- Flexibility will be required around major church programmes and ministry events.
- Employment terms, including notice provisions, will be governed by the applicable employment contract.

Evaluation:

Performance will be reviewed periodically by the Senior Pastor and will consider:

1. Leadership and development of the media ministry.
2. Quality and reliability of media and production delivery.
3. Contribution to WCC's digital ministry and communication objectives.
4. Team development, collaboration, and stewardship of resources.
5. Contribution to teaching, preaching and the wider spiritual life of the church.

Benefits:

- Spiritual growth and ministry development.
- Opportunities for leadership and professional development.
- Participation in church programmes, conferences, and outreach.
- Opportunity to contribute to WCC's physical and digital ministry growth.

Equal Opportunity Statement:

We are an equal opportunity employer and do not discriminate on the basis of race, religion, colour, national origin, gender, age, marital status or disability status. We ensure that we operate completely based on the doctrines, beliefs, instructions, and principles of the Bible as inspired by the spirit of God and under no circumstance compromise on these tenets.

Application Instructions:

- To apply for this role, please click this link to download the application form <https://www.wccuk.com/employment>.
- Once you have completed the application form, please send the application form along with your resume/CVs and a brief statement of faith to admin@wccuk.com
- We will be in touch within 7day.

Our Vision:

Transforming lives (Psalm 36:9) - To Learn more about Watersprings Christian Centre please visit <https://www.wccuk.com/>