

# Creative Content Specialist

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## Job Description

March 2026

### Vocational Ministry within the Body of Christ

All positions within Harvest Church are ministry positions within the body of Christ. Harvest Church exists to increase the health and size of God's church everywhere. All positions play a vital role in Harvest fulfilling its mission from Christ, and as such are representatives of His body (1 Corinthians 12: 12-27). As a representative of Christ's body, staff at Harvest are expected to behave in a manner consistent with Biblical guidelines as outlined in the employee handbook, Section II, A.

### General Description

The Creative Content Specialist is responsible for producing compelling video and graphic content that supports worship services, ministries, and outreach efforts across all campuses. This role focuses on filming, editing, and delivering high-quality video and graphic content aligned with Harvest Church's creative vision.

The Creative Content Specialist reports to the Worship and Media Pastor and collaborates with Worship, Media, and Marketing teams.

### Primary Duties and Responsibilities

#### **Video Production:**

- Film and edit video content including promotions, testimonies, teaching resources, and social media videos.
- Support video needs for sermon series and special events.
- Manage video equipment, footage organization, and archiving.
- Ensure videos meet quality, storytelling, and brand standards.
- Meet production timelines and content deadlines.

#### **Graphic Design:**

- Design graphics for sermon series, events, ministries, social media, signage, and print materials.
- Maintain consistency with church branding, templates, and visual standards.
- Prepare assets for digital and print production.
- Manage multiple design projects and deadlines.

- Incorporate feedback and revisions in a timely, collaborative manner.

**Other Responsibilities:**

- Any other duties as assigned.

## Qualifications

**Spiritual:**

- Profess personal faith in Jesus Christ
- Model biblical integrity in all things (Titus 2:7-8).
- Model obedience in pursuing biblical community (Mark 9:50, John 13:34; Romans 14:19, Phil 2:3).

**Experience & Knowledge:**

- Preferred: Associates degree or higher in technology related field
- Preferred: 3 years or more experience in video production and graphic design in a large organization

**Skills & Competencies:**

- Proficiency with video editing software. (Davinci Resolve or similar)
- Proficiency in graphic design software. (Photoshop and similar)
- Strong storytelling and visual composition skills.
- Strong visual design and layout skills.
- Ability to follow brand guidelines and creative direction.
- Strong attention to detail and time management.
- Strong organizational and communication skills.

**Additional Requirements:**

- Ability to work evenings, weekends, and special events as required by ministry needs.
- Willingness to travel between campuses as needed.
- Ability to manage confidential information with discretion and integrity.
- Flexibility to adapt to changing ministry priorities.

## Reporting Relationships

- Reports to: Worship and Media Pastor

## Role Specifications

- Non-exempt, full-time role with a minimum requirement of 30 working hours per week and an average maximum of 39.75 hours per week.
- Minimum of 24 hours per week of in-office time.

- Ability to work from home as able while still fulfilling all of the requirements of the position to the satisfaction of the Executive Pastor.