



FAC Music Production Assistant

20 hours/week for 14 weeks

First Alliance Church (FAC) is seeking a Music Production Assistant. The position offers flexible hours during the week.

1. Philosophy of Ministry

TEAM MINISTRY

The foundation for effective ministry is given in 1 Peter 5:5-14. This text outlines four responsibilities for ministry staff:

- a. **Ministry:** Shepherd those who are under your care. Your relationship and commitment to people is your primary responsibility.
- b. **Management:** Serve as an overseer. Your relationship and commitment to people is your primary responsibility.
- c. **Modeling:** Be an example to those under your care and your credibility. Model a commitment to the vision, values and mission of First Alliance Church. Support the church as a participating member.
- d. **Motive:** Not greedy or motivated from compulsion, eager to serve with the right attitude and for the right reasons.

FIRST ALLIANCE CHURCH OBJECTIVES

Ministry staff is committed to **building lives that honour God**. To accomplish this purpose, ministry activities are focused on our five biblically-based life commitments aimed to build lives that:

- a. **HONOUR:** We will create environments where personal and corporate expressions of devotion to Christ are natural and normal.
- b. **CONNECT:** We will create environments where connection to Christ and His body are natural, intentional and authentic.
- c. **GROW:** We will create contagious environments where growing into Christ-likeness is natural, normal and expected.
- d. **SERVE:** We will create environments and provide opportunities for each person to discover and use their God-given abilities for His glory.
- e. **SHARE:** We will create environments and provide opportunities where sharing the love of Christ is natural and normal both locally and around the world. We will willingly share our resources, experiences and giftedness to train and encourage people whose intent is sharing the love of God.



PRIMARY TASK

The primary task of a ministry staff person is to help meet the goals of the church by recruiting, equipping and assisting lay leaders to develop and implement effective church ministries. This will take place through a variety of avenues with an emphasis on small groups as our primary method of implementation

2. Position Purpose & Responsibilities

To contribute to First Alliance Church overall vision and mission fulfillment by developing and implementing ministry and strategies for your scope of responsibilities. The specific areas for which you will be held responsible and accountable are defined as:

All Staff

- Develop annual ministry goals, plans, strategies and event calendars for ministry area responsibilities
- Guide the effective implementation of ministry plans
- Ensure maintenance of accurate statistical records for ministry area activity
- Evaluate effectiveness of programming within your ministry area
- Be in agreement with the Christian & Missionary Alliance statement of faith and be able to sign the First Alliance Church covenant
- Participate in all staff meetings, retreats, training and global events
- Maintain a lifestyle consistent with biblical standards for Christian behaviour
- Attend our weekend worship services as laid out in our current staff policy
- Participate in the development of Next Gen leaders at every opportunity

Role Specifics

- Produce original music, including audio tracks for church videos, demos of original songs, and professional music recordings
- Develop and implement an ongoing, sustainable music production initiative as an expression of the local church
- Recruit, develop, schedule and manage volunteers to lead the initiative, including audio engineers, admins, and producers
- Collaborate with local church tech department to synergize goals, maximize stewardship of equipment, and ensure cross-departmental success
- Assist in the creative development of original music ideas
- Develop our musicians to more advanced skill levels within the context of music production processes
- Research and collaborate with other churches who have working music production initiatives
- Other related duties as required



Requirements

- Passionate about music creation
- Experienced in the operation of DAW software (preferably Ableton, Logic, and/or ProTools)
- Experienced in basic audio recording techniques
- Preference given to students who already have produced music in some way
- Works well both independently and in a collaborative creative environment
- Demonstrates strong personal initiative (self-starter) and follow-through
- Good interpersonal and communication skills; comfortable connecting with musicians to plan and run recording sessions
- Able to meet deadlines

3. Accountability

This position is directly accountable to the Music Pastor.

Application Process

Submit a cover letter and resume by email to:

David Klob, Music Pastor

Email: dklob@facalgary.com

This posting will remain open until all suitable candidates are found.

You will be contacted if we wish to proceed with an interview process

This job posting is funded through the Canada Summer Job Program under the category of "Producer – Performing Arts"