



Creative Arts Associate

20 hours per week

First Alliance Church is seeking an individual to join their Creative Arts team. This position offers flexible hours and the ideal candidate is creative, thinks outside the box, is able to work well and meet deadlines both with a team and independently, and has excellent writing skills.

Role Specifics

- **Conceptual:** Work with creative design to research, plan, prepare and manage a variety of projects, including weekend and seasonal theatre, creative weekend service elements including live and video.
- **Writing/Editing:** Work to support creative design in writing, proofreading and editing content for creative video, and weekend creative content (scripting of dramatic/program elements).
- **Rehearsal/Production:** Implement creative stage or video projects, or promotional video projects (weekend or seasonal), including casting, direction and rehearsal, and overseeing production, technical & staging details.
- **Volunteer Management:** Bring leadership to dramatic/creative/communications volunteers, including: recruiting, auditioning, and casting actors, artists and communicators; leading/coordinating volunteer writers for stage/creative video; and oversight of volunteer-led programming and volunteer resource management.
- Participate in staff meetings, retreats, training and global events as directed by Environments Director
- Maintain a lifestyle consistent with biblical standards for Christian behavior
- Attend weekend worship services as laid out in our current staff policy
- To support the church financially under the biblical giving principal of tithing

Qualifications

- Enjoys being creative, and thinking outside the box
- Collaborative team player, but also able to work independently
- Able to work well within set deadlines
- Effectively communicate both verbally and in writing
- Be in agreement with the Christian & Missionary Alliance statement of faith and be able to sign the First Alliance Church covenant
- Must be fully vaccinated for Covid-19 according to AHS guidelines and provide proof of vaccination

Application Process

Submit a cover letter and resume by email to:

Heather Laubenstein, Sr. Director of Environments

Email: hlaubenstein@facalgary.com

*This posting will remain open until a suitable candidate is found.
You will be contacted if we wish to proceed with an interview process.*