



## **POSITION DESCRIPTION**

### **Videographer and Media Intern**

---

**Summary:** Digitally records Entrust ministry in action to convey what God is doing through Entrust around the world.

**Reports to:** Director of Communications

**Commitment:** 2-12 weeks, negotiable

**Location:** Various locations (travel with Entrust staff)

**Compensation:** raises support / earns college credit

---

#### **SPECIFIC AREAS OF RESPONSIBILITY**

- Become familiar with Entrust ministries and staff in order to accurately and creatively capture their stories in photos and video.
- Edit and produce promotional videos for Entrust.
- Compile Entrust staff and ministry stories for use in print and electronic forms.
- Contribute to mobilizing new staff and donors to Entrust.

#### **OUTCOMES**

- Entrust donors and partners will be well-informed about God's work through Entrust ministries.
- Entrust will gain increased exposure in the greater Christian community.
- Entrust will build its photo archives and video productions for promotional purposes.
- Entrust staff will maintain unity through knowledge of one another's ministries as the organization expands.
- Entrust staff will benefit from access to additional media materials for support raising.
- Entrust ministries will be strengthened by increased prayer, new staff and increased financial donations.

#### **QUALIFICATIONS**

##### **Professional Qualifications**

- Experience in digital storytelling.
- Experience with varied cameras, lighting and sound equipment.
- Experience with video editing and production, to include current software.

- Ministry experience desired.
- Commitment to best principles and practices in adult education.

#### **Personal Qualities Desired**

- Desire to support the mission of Entrust and provide support for the staff.
- Flexible and adaptable to change.
- Excellent communication and interpersonal skills.
- Excellent organizational skills.
- Proven ability to work well on a team.
- Willingness and ability to travel to foreign countries.

#### **Spiritual Qualities Desired**

- Growing Christian who is personally following Christ and active in a local church.
- Consistent devotional life.
- Teachable spirit and servant's heart.
- Ability to bring a spiritual perspective to work as demonstrated in attitude, faithfulness, and interpersonal relationships.

#### **Employment Requirements**

- Agreement with Entrust Statement of Faith.
- Agreement with the policies and procedures in the *Entrust Staff Handbook*.

*Entrust is an employer-at-will. As such, Entrust reserves the right, as the employee does, to terminate the employment relationship at any time with or without reason.*

January 2023