

Creative, Media & Communications Lead

Reports to Senior Pastors
Working Hours 1.0 FTE

Role Context

City Rise St Mark's Battersea is a vibrant church in Southwest London, passionate about seeing lives transformed in the name of Jesus and a vision to see Faith Rise, the Church Rise, and the City Rise.

Role Purpose and Objective

To promote and amplify the strategic vision and missional activities and objectives of the church through an effective digital communications strategy. To lead on delivery and establish a team of volunteers who together inspire a culture of creativity and implement all elements of media, design and communication. This role will continue the development of the 'City Rise' brand, creating a distinct tone of voice with a strong, recognised design style. Through a range of communication channels including copy, print, web, videography, photography, social media, internal signage and visuals, this role will actively collaborate with ministries to promote, capture and convey the energy and life of our diverse and growing community.

Role Responsibilities

- Communicate with excellence.
- Collaborate where required with staff and volunteers.
- Effectively create and deliver the communications strategy, in line with the vision and missional objectives.
- Serve the City Rise vision by contributing to the wider operations and ministries of the church where needed.
- Grow a team and establish a creative community at City Rise - Identify, develop and support a team of volunteers who can dream and deliver creative ideas to enrich our vision and mission in line with our values.
- Identify, develop and lead a team of volunteers for involvement in Sunday services & key events throughout the year, developing a consistent style of photography and videography across services and events, including editing all Sunday and midweek content, compiling/organising photos.
- Manage all digital platforms and access to church accounts.
- Socials - Manage all social media accounts and continually develop ways to grow and engage viewers, including concept creation and development of social media campaigns, and creating and designing social media content from Sunday and weekly events, scheduling and posting as required.
- Create templates and oversee social media delivery for other ministries e.g. youth and young adults.
- Design and produce print and digital assets, from lanyards and flyers to signs and T-shirts. (for e.g. online, Sunday services and other events and ministries) ensuring all publicity adheres to our brand guidelines.
- Website - Design, review and update content of the website as necessary.
- Email - Design, draft and Schedule regular and one-off emails.
- Digital Display - Oversee and create the media used through screens onsite: notices, adverts and slides.
- Communicate effectively, both internally (with leadership and team volunteers) and externally (relating to our broader community).
- Support the termly planning for events and activities, attending planning meetings for creative input as required.

Competencies

	Essential	Desirable
Experience <ul style="list-style-type: none"> 12 months experience in a similar role OR Degree in a relevant subject 12 months experience in a similar environment 	Y	Y
Professional Skills <ul style="list-style-type: none"> Creative thinker with, clear communication style Highly organised and ability to prioritise and juggle a busy workload Ability to work independently and in a team Excellent with details Working knowledge of Adobe Photoshop, Illustrator, Canva Experience of Lightroom Working knowledge of Adobe InDesign and Premiere Pro Ability to conceptualise and produce innovative and original ideas An understanding of how to communicate through various channels Highly organised and able to manage concurrent projects to meet deadlines Experience managing volunteers 	Y Y Y Y Y Y Y Y Y	Y Y
Personal Attributes <ul style="list-style-type: none"> High emotional intelligence Approachable, dependable, and caring Innovative, focused and takes initiative Confident leadership / team player Flexibility and willingness help and support others Willingness for accountability and transparency in lifestyle A personal and growing Christian faith, fed by regular prayer and Bible study To positively promote the mission, vision and values of City Rise, St Mark's Battersea 	Y Y Y Y Y Y	Y Y

Additional Information

Hours	Sunday - Thursday Evening and weekend flexibility as required
Principle Workplace	St Mark's Church, Battersea Rise, SW11 1EJ.
Leave Entitlement	28 days (pro rata) annual leave, plus statutory bank holidays 3 days spiritual refreshment (1 per term)
Salary	Band C £27K-£34K
Occupational Requirement	YES This role has an Occupational Requirement to be a Christian, as permitted under Schedule 9, Part 1 of the Equality Act 2010. This will be demonstrated by a commitment to supporting and demonstrating the Church of England Statement

of Faith. Due to the core responsibilities of the role, the candidate should, if not already, be an active member in the City Rise St Mark's congregation.

Safeguarding

Enhanced DBS

The role requires applicants to demonstrate a commitment to safeguarding children and vulnerable adults of all cultural backgrounds and have a good awareness of relevant policies and procedures, statutory legislation and guidance. Candidates will be required to submit a self-disclosure check at interview and the role will be subject to an enhanced DBS check.

Inclusion

City Rise, St Mark's Battersea is committed to creating and sustaining a diverse and inclusive workforce which represents our context and wider community.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The ability to stand, walk, sit, and climb stairs for extended periods of time
- The ability to lift and carry objects up to 15kgs.
- The ability to work in a variety of environments, including indoors and outdoors