



Employment Recruitment Form

We will not process job posting under individual capacity. Please email this form to smgo@cityu.edu.hk

Company Name:	Union Church	Company Website:	https://www.unionchurchhk.org/about-us/our-story/
Address:	22A Kennedy Road	Business Reg. No:	Chapter 1052
Tel No:	25237247	Fax No:	
Business Nature:	NGO	Product/Services:	Christian Church
Owner Country:	Hong Kong	No. of Staff (local/worldwide):	20

Position Offered:	Production Manager
Job Mode:	Full Time
No. of Vacancies:	1
Contact Person:	Jessey Xiong (Director of Operations) email address: hr@unionchurchhk.org
Job Starting Date:	As soon as possible
Job Description:	<p>ROLES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"> • Lead with Vision: Inspire and empower a dedicated team of volunteers to deliver exceptional production for all events, from weekly services and worship gatherings to community outreach initiatives and special events. • Craft Compelling Experiences: Utilise your expertise in audio, visual, video, streaming, lighting, and stage management to create dynamic and engaging environments that enhance worship, communication, and connection. • Be a Team Player: Collaborate closely with pastors, staff, volunteers, and external partners to ensure seamless event execution and exceed production goals. • Embrace Innovation: Continuously evaluate and improve production processes, seeking new technologies and methods to enhance efficiency and effectiveness. • Nurture Talent: Recruit, train, and mentor a passionate team of volunteers, fostering their skills and growth within the production ministry.

Job Requirement: (limit to 80 words)	QUALIFICATIONS: <ul style="list-style-type: none"> • Faith-Driven: A vibrant and mature Christian faith with a commitment to serving God and His people. • Production Expertise: Minimum 5 years of experience in live production preferred, with a strong understanding of various technical domains (audio, visual, video, streaming, lighting, stage management) • Recent Graduates Welcome: We encourage recent graduates with a degree in Technical Production and Management, Theatre Design, Media Design and Technology, Communication and New Media with less than 5 years of experience to apply. • Leadership Skills: Proven ability to inspire, motivate, and guide a team of volunteers. • Collaboration & Communication: Strong interpersonal and communication skills, and comfortable working in a multicultural setting. • Team Builder: A proven track record of recruiting, training, and developing effective teams. • Availability: Willingness to work flexible hours, including weekends and evenings, as needed. • Language: Fluency in English; proficiency in Chinese a plus.
Salary*:	We offer a competitive package to the right candidate which includes medical insurance and relocation where needed.
Benefits:	<ul style="list-style-type: none"> • Competitive salary and benefits package, including medical insurance and relocation assistance. • Be part of a dynamic and growing church community. • Use your skills and creativity to make a real difference in people's lives. • Opportunity for professional development and leadership growth.
Application Procedure: (1) Documents Required (2) Send to (3) Method - Fax/Tel no. - Mailing/Email address	Please apply, with a covering letter and your CV, to HR@unionchurchhk.org with “Production Manager” as the subject.
Closing Date: (dd-mon-yyyy)#:	April 30, 2024

* Employer should ensure that the salary complies with the requirements of the Minimum Wage Ordinance (MWO) (CAP. 608).

The duration of the job posting is under the sole discretion of School of Creative Media (SCM). Normally, the job advertisement will be posted for two weeks.