

**Position Title:** *ProvArts Director*

**Reports To:** *Music and Arts Pastor*

**Job Status:** *Part Time - 20 Hours per week*

**Position Summary:** *Influence the ongoing development of a culture at Prov that leads people to grow in their faith, hope, and love for Jesus via the arts. Minister to people and meet spiritual needs through servant leadership, mentoring, prayer, scripture, and encouragement. Direct and drive the development and implementation of artists and art in and through the church.*

**Primary Job Roles:**

- *Gather, mentor, develop artists in the church towards a vision of constant expression and inspiration for the glory of God.*
  - *Lead Quarterly Artist Gatherings*
  - *One on one meetings to empower artists & volunteer artists leaders*
  - *Work with the Sunday producer to plan Artistic expressions in Sunday gatherings*
  - *Oversee and develop the Dance team lead as well as Advent Gallery Leads*
- *Help direct and produce ProvArts projects and initiatives (music, film, gallery, comedy, open mic, etc)*
- *Work and meet with the teaching team regularly for creative synchronicity with themes and series and special services (Easter, Advent) Attend monthly Pixar meetings.*
- *Disciple at least one person one on one consistently*
- *Meet bi-weekly with Music and Arts Pastor for mentoring and discipleship Intimacy with God/Time with God/Regular weekly Sabbath with God/monthly "extra 3 hours" with The Lord*
- *Attend Staff Meetings & Retreats*
- *Attend bi-weekly ProvArts team meetings*
- *Assisting with artist gatherings- gathering food, necessary equipment, communicating it with artists.*
- *Managing/updating ProvArts social medias and streaming platforms*
- *Coordinating and planning quarterly brainstorms with project leaders*
- *Coordinate follow ups with project leaders and their teams*
- *Sending emails, updates and regular communication with artist community*
- *Managing and updating artists contacts, info and group(s) on planning center*
- *Organize all data and records/google drive etc.*
- *Organize ProvArts materials and equipment in the building*
- *Thinking of and doing nice things to thank volunteers and featured artists*
- *Point of contact for someone looking to get involved in ProvArts*

**Essential Skills and Experience:**

- *Artistic vision & creativity.*
- *Proven experience leading teams and volunteers as well as creative projects.*
- *Clear testimony and ongoing spiritual growth.*
- *Full agreement with Providence's Doctrinal Summary, Mission, and Vision.*
- *Excellent communication and team leadership skills.*
- *A vibrant and emotionally healthy lifestyle.*

**Desirable Gifts, Qualities, Skills:**

- *Spiritual Gifts: Leadership, Shepherding, Communication*
- *Passion for Christ and Liberating/Equipping The local church for Kingdom service*
- *Team Builder/Player*
- *Compassionate, Relational, Approachable*
- *Able to effectively recruit, train, and manage volunteer/paid staff*