

Job Posting

Church or Ministry	Markham Chinese Baptist Church				
Contact Email	MediaHiring@mcbc.com				
Ministry Website	mcbc.com				
Address	9580 Woodbine Avenue, Markham, ON L6C 1H8, Canada				
Job Title	Director of Media Ministry				
Job Type	Part-time	Yes		If PT, # of hours per week	20-30
Permanent	Yes	Job Language (e.g., English, Spanish):		English	
Posting end date	Until further notice				
Brief Job Description					
To serve the church by supporting the development of the New Media ministry through coordinating, developing and supporting all media platforms and productions.					
Overview of Church and Community					
Currently the church has a team of 10 pastoral staff and 1000+ congregants across four Divisions: English, Mandarin, Cantonese and Young Life Division. The church building is strategically situated next to Hwy 404 between Major Mackenzie Drive E. and 16th Avenue in a residential area developed over the past 20 years and is expanding into the north with predominately Asian origin.					
Role and Responsibilities					
<ul style="list-style-type: none"> • Design, programming and technical supporting of website • Collaborate and provide support in social media platforms such as Facebook and IG • Create or gather visual elements such as graphics, illustrations to help deliver a message • Coordinate with pastoral or ministry team on video productions • Other digital projects as required 					
Qualifications and Education Requirements					
<ul style="list-style-type: none"> • Working experience of HTML/CSS, Elementor and Wordpress • Working experience of graphics and video editing software such as Photoshop, Illustrator, Canva and Adobe Premiere 					
Preferred Skills					
<ul style="list-style-type: none"> • Chinese word processing skill is a prerequisite 					
Contact Information					
Media Ministry Hiring Team					
MediaHiring@mcbc.com					
Church Phone Number: 905-887-6222					

NB: People with disabilities are welcome and will be accommodated upon successful selection.