

Creative Content Coordinator

Full-Time (40 hours)

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Overview:

Steele Creek Church is seeking a Creative Content Coordinator to join our Communications Team. This full-time role is more than a creative position; it's a ministry opportunity to use storytelling, design, and digital media to advance the Gospel and reflect the heart of our church.

The Creative Content Coordinator will work closely with the Communications Director to create meaningful content that supports our mission: to know Jesus, grow in your home, be the Church, and make an impact in the world.

As a multicultural and multigenerational church, we believe every person reflects the beauty of God's creation. We're looking for someone who values and honors cultural diversity, appreciates the uniqueness of others, and can thoughtfully highlight the vibrant expression of God's Kingdom through all areas of content and ministry. From Sunday mornings to social media engagement, this role turns creativity into Kingdom impact.

Key Responsibilities:

- Oversee the brand and visual identity across all Steele Creek campus social media platforms
- Collaborate with campus social media managers to ensure consistency in messaging, visuals, and tone
- Create and curate digital content, including graphics, promotional materials, and short-form videos
- Design on-brand assets using Adobe Photoshop and Illustrator, following direction from the Communications Director
- Edit videos using Adobe Premiere Pro for Sunday services, event recaps, and digital channels
- Manage and coordinate the Sunday morning content team (photographers and videographers) to capture key moments
- Be available on Sundays to lead the creative team and ensure content capture runs smoothly
- Assist in the creation of digital ministry resources such as podcasts, devotionals, and video series
- Maintain an organized content calendar and digital asset library
- Participate in team strategy and planning meetings to expand the church's digital reach
- Lead with spiritual maturity and model servant-hearted leadership
- Encourage and develop volunteer creatives, cultivating a team culture rooted in excellence, humility, and purpose

Qualifications:

- Must be 18 or older and able to pass a criminal background check
- A heart for ministry and alignment with Steele Creek Church's mission and values
- Passion for multicultural ministry and ability to reflect diversity in creative work
- Committed to spiritual growth and a lifestyle of faith and service
- Proficient in Adobe Creative Suite (Photoshop, Illustrator, Premiere Pro)
- Knowledge of Canva, with the ability to create and manage templates for use across other campuses and ministries as needed
- Experienced in video editing, digital design, and social content creation
- Strong understanding of Instagram, Facebook, YouTube, and other digital platforms
- Excellent eye for design and attention to detail
- Knowledgeable in social and digital trends, with a creative and strategic mindset
- Passion for clear, creative communication that reflects the mission of the church
- Ability to thrive in a fast-paced, collaborative environment alongside the Operations team, within a team culture that values creativity, excellence, and joy in ministry
- Being bilingual is appreciated but not required