



Speaking Hope to the World

### Bilingual Media Services Specialist (Spanish/English) Role Summary: Cary, North Carolina, USA

This role needs an individual proficient in English and Spanish, with an attention to detail, to review scripts prior to production, edit programs and oversee file distribution to TWR's media outlets in the Hispanic world. Working alongside colleagues in Latin America, coaching and training will take place so that quality standards for media are attained, with the goal of reaching the lost with the message of hope found in Christ alone.

#### Core Competencies:

- ✓ Commitment to Jesus Christ evidenced by a personal relationship
- ✓ Respected among peers for integrity and spiritual walk with God
- ✓ Excitement about being involved in full-time missions and willingness to develop a team of prayer and financial partners
- ✓ Has a servant heart and vision for world missions, especially to the Hispanic world
- ✓ Manages priorities and workflow with attention to detail

#### Responsibilities:

- ✓ Facilitate transfer and interchange of audio programs and other media between Ministry Partners, production centers, and media users
- ✓ Ensure attainment of quality standards by Spanish media produced in the region
- ✓ Edit written scripts prior to production and edit recorded programs using Adobe Audition
- ✓ Work closely with the Program Manager to oversee every aspect of program production
- ✓ Train potential participants in media production taking place in the U.S.
- ✓ Be available to coach and train personnel in our production centers in Latin America

#### Desirable Qualifications:

- ✓ Bachelor's degree or equivalent in communications (or equivalent experience)
- ✓ Bible College preferred
- ✓ Proficient computer skills in Adobe Audition and Microsoft Office, and be able to quickly learn additional software and programs as needed
- ✓ Ability to communicate effectively in Spanish and English
- ✓ Able to work independently with no supervision and excellent organizational skills
- ✓ Flexible hours which may be outside the 8 a.m. to 5 p.m. Mon.-Fri. workweek
- ✓ Ability and willingness to travel to the Cary office and internationally as needed