

Audio / Visual Technician | Job Description

The Audio / Visual Technician is responsible for ensuring high-quality audio and video for the weekly 10:00 am and 11:15 am Sunday in-person and online worship services. This is a part-time, non-exempt position of approximately 3.5 hours per week paid at an hourly rate of \$25. Onsite presence is required weekly on Sunday mornings, approximately 9:00 am-12:30 pm. Additional hours for occasional weekly events or special projects may be available.

Responsibilities and Duties

The responsibilities of the A/V Technician include, but are not limited to:

- Overseeing all aspects of audio and video for the 10:00 am and 11:15 am worship services
- Producing high-quality audio and video for the in-person and online worship services
- Set up and tear down of audio and video equipment for worship services
- Training and directing audio and video system volunteers
- Supporting the ministries and mission of the church, forming positive relationships with church staff, members, and volunteers

Qualifications and Skills

- Reliability and ability to commit to weekly Sunday morning work schedule
- Willingness to work with staff and volunteers in a supportive, collegial team relationship
- Strong communication, problem solving, and organizational skills with strong attention to detail
- Proficiency in operating audio equipment in live music and speaking productions
- Familiarity with live video production
- Experience with Yamaha and Soundcraft digital mixers preferred
- Experience with Blackmagic Design ATEM Mini video switchers and PTZ camera systems preferred
- Experience with ProPresenter 7 presentation software preferred
- Experience training volunteers and staff preferred

Accountability

The Audio / Visual Technician is supervised by the Pastor and the Staff-Parish Relations Committee.

Physical Demands

These physical demands are representative of the physical requirements necessary for an individual to successfully perform the essential functions of the job. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions. While performing the responsibilities of the job, the employee is required to sit or stand and use their hands and fingers to handle or feel. The employee is required to see, talk, hear, stand, walk, climb stairs (the sanctuary tech booth is in the balcony which is accessible only by stairs), reach with arms and hands, and lift up to 25 pounds to move equipment and materials.

Conclusion

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed within this job. This job description is not intended to be an exhaustive list of qualifications, skills, activities, duties, responsibilities, or working conditions associated with the position. If interested in applying, please submit a resume to: tech@ardmoremc.org.