

JOB DESCRIPTION

Audio & Video Technician (AVT)

Supervised By: Senior Pastor, Staff Parish Relations Committee



Gold Canyon United Methodist Church is dedicated to *“Following Jesus and serving others.”* We are seeking a mature Christian with a servant’s heart, a team approach to ministry and a contagious love for Christ and passion for the presence of God. This part-time position is responsible for setting-up, installing, operating, testing and troubleshooting audio and video equipment for a growing church with average attendance of 1200+ weekly, and is a great opportunity for an individual to be a part of a church which, by God’s grace, is positioned for future growth.

JOB OVERVIEW:

The Audio & Video Technician (AVT) is the leader of the Technical Ministry team. This position serves our ministries and requires a self-motivated individual capable of developing “the ministry’s vision” without constant oversight.

The primary purpose of the AVT is to lead and develop volunteer teams in mixing, editing and recording various types media (training, worship, DVDs, etc.), using professional and creative audio skills. Lead and develop volunteer teams in executing live video and audio for weekend services and special events. Assist with the purchase, upgrade and maintenance of audio/video equipment ministry-wide.

The AVT serves in an audio and production leadership role that include, but not limited to:

- Building and leading a team of audio/production volunteers.
- Providing training on equipment on an ongoing basis.
- Training other ministry areas to operate technical systems.
- Monitoring volunteer workload and protecting them from burnout.

The AVT helps to plan, organize, lead, and implement the use of media technology in worship. This is not only in support of a worship experience, but is to be an integral component of the worship experience. This includes but not limited to:

- Create an environment that actively enhances the worship experience.
- Oversee the implementation of audio/visual aspects for services and events to ensure high quality and limit distractions
- Maintain and service equipment

RESPONSIBILITIES:

It is the AVT’s responsibility to help ensure that all of the venues produce the highest possible quality audio visual responses. Above all, the overall mission of the AVT is to help create an atmosphere that is conducive to worship and quality communication based on the purpose of the event.

- **Audio:**
 - ✓ Train audio technicians (how to operate mixer, set up mics, eq. how to correctly have a sound check, etc.)
 - ✓ Create a monthly service schedule.
 - ✓ Safely secure all mobile equipment.
 - ✓ Conduct a sound check prior to each service at least 10 minutes before service begins.

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- ✓ Organize (before and after services) all mic and monitor cables. Place monitors back into position. Organize mic stands.
- **Video:**
 - ✓ Train video technicians (how to operate a camera, lighting, focus, video production)
 - ✓ Create monthly schedule.
 - ✓ Create policy and procedures for video technicians (training, when to arrive at church, etc.)
 - ✓ Normalize equipment for every service.
 - ✓ Safely secure all mobile equipment.

QUALIFICATIONS:

Qualifications needed include the ability to provide technical responses to a dynamic worship arts ministry, be up-to-date with state-of-the-art technical equipment and services. The candidate will also have the ability to train and teach and implement audio visual teams to service all aspects of church life, for example, Sunday services, funerals, weddings, conferences and concerts. The ability to communicate well, motivate volunteers, and effectively provide or implement spiritual and pastoral care to members of the audio visual teams is essential.

The ideal candidate will be able to cast vision in out-of-the-box, creative ways to integrate and implement audio and media church-wide, improving and enhancing worship and ministry effectiveness. This person will also be an original thinker who feels called to an audio/visual career/ministry, has exceptional character and works well with a variety of people (chemistry).

SCHEDULE & PAY:

This position will require some evening and weekend work to support various events and functions – heavy at times and lighter at other times. Current schedule includes supporting all worship services, concerts, weddings and funerals, as needed. The AVT will also be responsible for working out schedules to make sure that all venues are supported with qualified volunteer team members.

- **Pay:** \$15,000 per year
- **Hours:**
 - ✓ Part-time; 12 hours per week
 - 6:30am – 12:30pm Sundays
 - 6 hours during the week as church schedule requires

TO APPLY PLEASE CONTACT:

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