

MYERS PARK PRESBYTERIAN CHURCH

JOB DESCRIPTION

AUDIO / VIDEO TECHNICIAN

Department: Communications
Reports to: Technical Director/Celebrate Music Director
FLSA Status: PT / Non-Exempt
Date: October 2020
Group: 3

POSITION SUMMARY

- The Audio / Video Technician operates the sound and video systems for the *Celebrate* contemporary worship band and/or the traditional worship services. They must work with the band on stage, the worship leader, and the Technical Director to create a clean mix and clearly understood audio experience for those in attendance or worshipping online. They will also work with the band to set and strike on-stage equipment, as well as with volunteers running the video equipment to ensure the technology for the worship services is working appropriately.
 - Must be available (schedules subject to change):
 - Sunday mornings (times vary depending on worship schedule)
 - Memorial Day to Labor Day (currently from 7:30 a.m. – 12:00 p.m.)
 - Labor Day to Memorial Day (currently from 6:30 a.m. – 1:00 p.m.)
 - Other Opportunities:
 - Sunday evening service coverage (5:00 p.m.)
 - Evening rehearsal one day a week (usually Wednesday evening)
 - Special Events as needed

QUALIFICATIONS

- Skilled with analog and digital audio consoles in a production environment
- Knowledge of audio/visual equipment, including monitors, loudspeakers, various microphones and instruments
- Knowledge and experience with safe practices of audio equipment, including proper power sequencing.
- Understand the signal pathway for all inputs and the controls to manipulate the sound
- Ability to conduct a sound check quickly and effectively
- Attentive to detail, organized and good with time management
- Familiar with broadcast video equipment, ProPresenter 6, and Vista Lighting Software (preferred)
- Ability to teach volunteers to use equipment with grace and patience

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Set and strike stage equipment, including instruments, microphones, and monitors for rehearsals and Sunday morning worship services
- Perform a sound check and mix the sound according to the standards set by the Worship Leader and Technical Director
- Execute audio aspects for one or two Sunday morning worship services
- Answer any questions A/V volunteers have regarding worship technology in the absence of the Technical Director.

SUPERVISORY RESPONSIBILITIES

- Supervise and teach volunteers how to utilize equipment in a safe manner.

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PHYSICAL AND MENTAL REQUIREMENTS

- Physical requirements include but may not be limited to: keyboarding, operating a telephone, standing, walking, fine motor skills, and use of office equipment
- Occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl
- Must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds.
- Mental requirements include but may not be limited to: general math functions, intermediate reading, advanced reasoning, advanced speaking ability, and advanced writing ability.

WORK ENVIRONMENT

- The noise level in the work environment is moderate to loud.