**JOB DESCRIPTION**

**YOUR TITLE:**

* Technical Director

**YOUR PURPOSE:**

* It is important to note this position is more than a “job.” Worshiping God with all that we have is imperative, no matter the role. In addition to technical responsibilities, the Technical Director is responsible for setting the spiritual tone for the Technical Ministry. The Technical Ministry volunteers must be spiritually prepared in addition to technically prepared for their role in worship. All team members will be required to take an attitude of ownership and responsibility, which must be first demonstrated by the Technical Director. Positive, humble, cooperative, and willing attitudes are imperative.
* The Technical Director will support the mission of Friends Church by overseeing and coordinating all aspects of the Technical Ministry regarding audio, lighting, video, creative content, and Social Media. The Technical Director’s ultimate goal is to ensure that services and events across all facilities and ministries can utilize technology efficiently, effectively, and strategically in order to enhance the experience of those attending.
* While expertise in audio, lighting, and video issues is necessary for this position, the emphasis is on empowering others to develop their skills, not doing everything yourself. The Technical Director should fully staff the needed positions and then be prepared to fill in, train, and troubleshoot when necessary.

**YOUR PEOPLE**

* Reports to Senior Pastor
* Member of the Executive Ministry Team
* Oversees Part-time staff members and volunteers in tech.

**YOUR MISSION:**

* Provide technical support for worship services and events: Maintain a reliable system for providing technical support for all worship services and events. This includes (but is not limited to): Audio mixing, monitor mixing, and audio recording.
* Lighting production
* Switching with multiple cameras (IMAG)
* Video recording, and live streaming production
* ProPresenter/PowerPoint presentation
* Prepare stage for rehearsals, worship services, and events
* Social Media management
* Website management
* Creative content (i.e., sermon graphics, design, brand book/management)
* Initiate successful communication with pastors, ministry leaders, and event coordinators to help facilitate a/v needs.
* Long-Term Goal: Ensure that every worship service and event at Friends Church is vibrant, distraction-free, and technically well supported.
* Recruit, train, equip, schedule, and lead a/v staff and volunteers on assignment:
* Recruit a/v staff and volunteers for events and services.
* Train a/v staff and volunteers to competence.
* Equip a/v staff with the proper tools.
* Deploy a/v staff and volunteers to appropriate tasks.
* Long-Term Goal: Create a healthy rotation of a/v staff and volunteers who help to ensure quality, distraction-free environments for worship services and events; begin moving into spiritual mentoring relationships with volunteers.
* Update and maintain production technologies:
* Ensure that campus technologies are in working order.
* Advise on future purchases.
* Oversee any technical installation.
* Keep reliable records for purchases and licensing.
* Long-Term Goal: All production technologies are at or approaching industry standards.
* In-house video production:
* Oversee video production for worship services, including capturing, live streaming, editing, uploading to websites.
* Create a system to receive a manageable number of requests from ministries for video production.
* Carry projects from inception to final product.
* Long-Term Goal: Enhance, expand, and maximize the efficiency of the video aspect of our technical ministry.
* Any and all other needs as deemed necessary by the Senior Pastor.

**YOUR SKILLS**

* Expert knowledge of audio systems and large-format digital consoles
* Expert knowledge of media in the context of worship services
* Detailed knowledge of live and streaming video environments
* Video switcher with multiple cameras (IMAG)
* Keyed computer-graphics (lower thirds)
* Presentation software (ProPresenter)
* Detailed knowledge of projectors, displays and video transmission
* Expert knowledge of lighting in the context of worship services
  + Knowledge of theatrical, intelligent, LED and lighting for video
  + Familiarity with DMX programming
* Ideal candidate is highly tech-savvy, able to learn and master new technology quickly and thoroughly
* Expert knowledge of audio/video/lighting signal flows and strong ability to troubleshoot in all these environments
* Must possess a teachable spirit and collaborate well in a team environment
* Excellent leadership skills
* Ability to inspire, recruit, develop, train, and appreciate teams of volunteers and leaders
* Extremely strong interpersonal skills
* Ability to embrace and pursue artistic and spiritual excellence in services
* A gracious, Christ-like demeanor in demanding situations
* Very strong organizational abilities and excellent attention to details
* Ideal candidate is one that shows initiative, perseverance, and possesses a “whatever it takes” attitude
* Ability to be flexible in an environment that is subject to spur of the moment change
* Must possess solid time management skills
* Must have the ability to coordinate several activities at once and quickly analyze and resolve specific problems

**YOUR QUALIFICATIONS:**

* **Christian faith:** a growing believer, who is open to being taught, and willing to embrace the fullness of the grace message and challenged to teach the breadth of God’s revelation as found in Scripture. The successful candidate must be a fully devoted Christ-follower and fully support the ministry of Friends Church. This individual’s commitment to Christ will be evidenced in his/her personal life, family relationships, and ministry. His/her daily walk with God will be an example to others with which he/she interacts.
* **Spiritual Gifts:** Administration, Leadership, Teaching, Helps
* **Passion:** Creativity, Tech, people, leadership, training.
* **Education:** Formal training in production or related discipline
* **Experience:** Must have broad hands-on experience with technology in a modern worship production environment. Experience in a Technical Director role at a church with 700+ in weekly attendance preferred
* **Time Commitment:** Full-time salaried position with paid holidays and vacation.

**YOUR PHYSICAL DEMANDS:**

* While performing the duties of this job, the employee is frequently required to stand, walk, sit, reach with hands and arms, stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to thirty pounds.