

**Job Title: Technical Director**

**Department: Worship Service Team**

**Reports to: Worship Director**

**Effective Date: Immediately**

**Job Summary:**

The Technical Director is responsible for the recording & streaming of worship services and special events. The Technical Director will work closely with the Worship Director and the worship team to plan & develop worship services.

**Supervisory Responsibilities:**

- *Provide basic training to volunteers on Audio/Visual System*

**Duties/Responsibilities:**

- *Manage A/V system during regular worship services & special events.*
- *Stream services and events.*
- *Manage A/V equipment during private events hosted at the church as necessary.*
- *Work with the Worship Director to create content for services.*

**Required Skills/Abilities:**

- *Excellent verbal and written communication skills.*
- *Excellent interpersonal skills.*
- *Excellent organizational skills and attention to detail.*
- *Excellent time management skills with a proven ability to meet deadlines.*
- *Strong analytical and problem-solving skills.*
- *Ability to prioritize tasks and to delegate them when appropriate.*
- *Ability to function well in a high-paced and at times stressful environment.*
- *Proficient with Microsoft Office Suite and Mac OS*
- *Working knowledge of ProPresenter.*
- *Working Knowledge of streaming services including & not limited to Vimeo.*

**Education and Experience:**

*High school diploma or equivalent.*

**Physical Requirements:**

*Prolonged periods of sitting at a desk and working on a computer.*

*Must be able to lift up to 15 pounds at times.*

**Salary: Part-time. Approximately 8 hrs./week. Open to discussion**

***Send Resume or C/V to [johnweinel@covenantlutheran.org](mailto:johnweinel@covenantlutheran.org)***