



AVL Technical Support Position Description

Position Grade: Part time 20 hours per week

Ministry Team: Key Ministry Areas

Reporting Relationship: Campus Pastor

Purpose

To help people find their way back to God by overseeing the implementation of technology for Sunday services, weddings, and events. The Technical Coordinator is highly involved with Worship Arts, helping to lead the congregation by ensuring that audio engineers, screen operators, lighting operators, and camera operators are successful and by engaging through technology to clearly communicate the gospel.

Responsibilities

- Utilize Planning Center and email for communications, scheduling, and planning
- Ensure the quality and maintenance of sound, lighting and projection systems, and church owned musical gear
- Interact with the worship team in and out of Sunday services
- Recruit, train, and empower the community to serve each other on the technical systems throughout the facility
- Develop a culture of excitement and learning within the technical teams, placing value on relationships and creative solutions above equipment
- Work with ministry leaders to understand technical needs and create solutions for programs and events, utilizing the volunteer team
- Capture, edit, and upload sermon podcast audio each week
- Assist Kids and Youth Ministries to coordinate and develop tech needs and usage
- Assist with Harbor Churches events as requested, such as Youth Week and One Baptism
- Serve an active role in worship planning and staff meetings
- Meet with Worship Director weekly for support, development, and feedback

Requirements

The Technical Coordinator position is a part-time hourly position. Sunday is a mandatory working day, being present before, during, and after services. Requirements for the position include strong interpersonal communication skills, detail oriented, exhibit a personality that engages the church family, sees tech as a tool for enhancing relationships and clarifying communication, exhibits expertise in multiple technical systems and the way they integrate with each other (specifically audio, video, sight/projection, and lights), proficiency with software (ProPresenter, audio and video editing), demonstrates a heart for worship, values the role of corporate worship, and has the ability to tell his/her faith story. Must have at least 5 years of technical experience, preferably in a church context. Upon request, the Technical Coordinator may need to flex regular work schedule to compensate for events and during intense ministry seasons. As with all church staff positions, the Technical Coordinator must have a growing relationship with Jesus Christ, an active prayer life, a servant's heart and a commitment to staff unity and the Harbor Churches Mission.

Thank you for your interest in employment opportunities at Harbor Churches. To apply for the position, please follow the steps listed below. If you have questions about specific positions or the application process, please email Harbor Churches Human Resources at hr@harborchurches.org. To Apply:

- Complete an online application found at the following link: <http://goo.gl/forms/dqPMxPO1iM>
- Submit your resume and cover letter to:
 - ◆ careers@harborchurches.org
 - ◆ Include a SUBJECT line of: YOURLASTNAME Yourfirstname, Title of Job Opening