

## Technical Director

1. Assemble, operate and maintain technical equipment to amplify, enhance, record, mix or reproduce sound and/or project video or other media for:

- Sunday worship services
- Weddings (set fee per service) and requires 2 people
- Funerals(set fee per service)
- Church gatherings (committee meetings, dinners)
- Vacation Bible School opening and closing programs, skits, music
- Chancel Choir: Rehearsals for Christmas Eve Cantata, Easter Cantata
- Children's Choir: Christmas and Mother's Day Programs
- Praise and Worship Services

2. Interpret production requirements and work with a range of equipment used for various purposes, e.g., in the Sanctuary or other church location, interpret the Pastor's, Worship Leader's, Choir Director's, Vacation Bible School Director's, Committee Chairperson's, or Wedding or Funeral Coordinator's wishes to help achieve the desired end result.

3. Willing to train computer and sound board operators for all tasks & duties listed in Technical Director Job Description

4. Tasks include:

- setting up, testing and operating equipment in accordance with the acoustics of the area
- selecting, placing and adjusting microphones
- monitoring audio and video signals to detect quality deviations or malfunctions
- Basic servicing, maintaining and repairing video and sound equipment
- maintaining a supply of batteries for equipment and audio/video media for recording the service
- preparing for the Sunday worship service, e.g., video and screens for songs and Bible verses, checking batteries for microphones, cueing audio and video tapes for recording, practicing with worship leader(s) and accompanist(s), setting up additional audio and video equipment as necessary
- working closely with the sound team to provide an operator and equipment necessary for each function
- applying technical knowledge of sound recording equipment in a number of different environments and designing video and sound equipment for new application(s)
- ensuring health and safety standards for the environment are met
- maintaining computer literacy to utilize new and developing technology
- providing audio and/or video of worship services for attending congregation and shut-ins
- providing audio and/or video recording of weddings and funerals upon request
- anticipating and reacting to various problems as they occur

5. Hours:

- per week – as needed
- additional hours for: Praise & Worship Rehearsal and Saturday Evening Service; Extended Choir Rehearsals (adult and children) for Special Programs; Committee Meetings and Church Dinners; Vacation Bible School
- Funerals; Weddings (hours required---payment already budgeted or paid by individuals using the service)

Pay: \$6200/annually. If interested please contact Scott Boothby by email ([s.boothby426@gmail.com](mailto:s.boothby426@gmail.com)) or call 330-575-2599.

Church website: <https://shreveumc.org/>