



POSITION TITLE: Director of Technology and Technical Production

APPROXIMATE REQUIRED HOURS: 50 Hrs. / week

SUPERVISOR'S TITLE: Executive Pastor/Director of Worship

POSITION SUMMARY

Under the general direction of senior leadership and direct supervision of the Executive Pastor and Director of Worship, the Director of Technology is charged with leading and managing the campus-wide technical operations. This position will recruit, staff and provide expertise to all technical areas; including worship services and worship ministries related events.

PRIMARY RESPONSIBILITIES

- Ensure all technical production equipment in support of worship services and events is always maintained and in proper working order.
- Be present at all worship services and Worship Ministry related events and rehearsals, providing facility operation, and Technical Team support. (Absences must be pre-approved)
- Be present at weekly worship planning meetings so they can be aware of the needs for FOH sound, broadcast sound, camera needs, lighting design, etc. supporting worship services and worship-related events.
- Lead and facilitate all technical applications (FOH and Broadcast sound, lighting design, camera production, audio recording, etc.).
- Manage technical set-up(s) and strike(s) of worship services, events, and rehearsals.
- Coordinate with Facilities Team) technical production support of other CEPC ministries or outside groups using the facility (including weddings and funerals).
- Training of volunteer technical personnel, providing written and verbal direction. (Communicating schedules will include the utilization of PlanningCenterOnline.com and Church Community Builder).
- Research and recommend strategic, cost-effective equipment purchase as directed by church leadership. Make purchases as directed.
- Provide “first-call” solution desk supporting all IT needs, such as PC, Mac and network support.
- Other duties, responsibilities, and projects as assigned.

EXPECTATIONS

- Must have a vibrant personal relationship with Jesus Christ.
- Must maintain a deep and abiding trust in Jesus Christ as Lord and Savior, being a model of servant leadership.
- Possess a lifestyle of Christian maturity, integrity, and discipline that serves as an example to ministry partners.
- Uphold the mission and integrity of Cornerstone Church and the EPC.

EDUCATION AND SKILLS REQUIRED

Education and Experience:

This position requires technical production leadership and organizational leadership experience. It also requires proficiency with digital soundboards, FOH and broadcast audio mixing, signal processing, lighting and projection design, and camera systems. A minimum of five years of experience in this field is required.

Demonstrated Skills:

This individual should demonstrate skills in the following:

- Excellence in sound (FOH and broadcast) in a variety of musical styles, camera production, lighting design and operation, and multi-track audio recording.
- Strong command in the knowledge of digital soundboards (Allen & Heath dLive series or equivalent), lighting, and multi-track digital recording (Reaper or equivalent).
- Dante level one or two certified
- Managerial, servant leadership to technical teams
- Exceptional knowledge-base and skill set operating A/V digital technology and training volunteers.
- Strong administrative, organizational, and time management skills.
- The ability to work effectively in a team environment.
- Excellent verbal and written communication skills.
- Hardware and network troubleshooting: Troubleshooting network and device issues
- Security: Identifying and protecting network connections and devices against security threats
- Networking: Explaining networks and types of connections such as TCP/IP, Wi-Fi and SOHO
- Software troubleshooting: Troubleshooting software for PCs, mobile devices and application security support
- Windows operating systems: Installing and supporting Windows OS systems (command line and client support)
- Hardware: Identifying, using, and connecting hardware components and devices
- Mobile devices: Installing and configuring mobile devices
- Other OS and technologies: Demonstrating a basic understanding of operating systems for mobile, Linux and Mac
- Operation procedures: Demonstrating and following best practices for communication, safety and environmental factors

Contact: Darrell Bozeman, Executive Pastor. 810 227-9411