

JOB DESCRIPTION

Title: AV Technician

Reports To: North Campus Worship Leader

FLSA Status: Non-Exempt

Prepared By: Jim Blazin

Hours per week: 19 hours

Ministry: North Worship Arts

Classification Grade: T3

Approved By: Human Resources

Approved Date: 3/9/2023

ESSENTIAL ORGANIZATIONAL CORE VALUES:

The **AV Technician** is responsible to champion Real Life Ministries' Vision, Mission, Methodology, and Strategy in two primary ways:

- **As an Individual Leader:** The **AV Technician** is responsible for taking the leadership of all ministry functions they oversee, living out Real Life Ministries' Organizational Core Values and 7 Ministry Essentials personally, and ensuring the leadership and oversight of the ministries they oversee also embody and are living out Real Life Ministries' Organizational Core Values and 7 Ministry Essentials. The **AV Technician** is responsible for the effective execution of the Essential Job functions of this role as detailed below.
- **As a Team Member on the North Campus Worship Arts Team and Real Life Staff Team:** The **AV Technician** has a responsibility to collaborate as a team member on their immediate team as well as the Real Life Staff Team as a whole to accomplish church wide objectives. They are responsible for removing obstacles that would hinder collaboration and cooperation across different ministries.

JOB SUMMARY:

The primary role of the **AV Technician** will be to serve as a member of the **North Campus Worship Arts Team**, which may include other responsibilities by season and event. As an **AV Technician**, he/she will work with/under the authority of the North Campus Worship Leader to support various ministries and events as directed.

1. MINISTRY FUNCTION (90 %)

- Provides quality Audio Video Production and support for weekend services. Actively Monitors & Oversees the Volunteer Teams to achieve a quality audio experience.
- Oversee, train, and assist volunteers in the implementation of audio and video production at various events including, but not limited to: high school, middle school, and young adults services, Celebrate Recovery, and Men's & Women's events, weddings, memorials, and guest speakers/conferences).
- Provide quality AV production when required.
- Prepare, setup, and teardown of audio, video, lighting, and staging equipment.
- Execute event flow articulated on Planning Center, anticipating service needs.
- Real time monitoring of AV elements for quality, while providing efficient and effective troubleshooting.
- Ensure AV production equipment is organized, maintained, updated, and operational.
- Keep up-to-date with and leads technology trends alongside the vision and mission of Real Life.
- Help in the development of recording of weekend services for web playback from the North Campus.

2. TEAM FUNCTION (5%)

- Coachable, approachable, and someone who demonstrates the ability and courage to speak and accept critical feedback and truth in love.
- Active participant in any PF Creative Arts Team meetings they are invited to.
- Play a role in any special events he or she is asked to help with (including but not limited to: Prayer and Worship Events, DS1 Conferences, Holiday Services overflow venues, or any other service type that may include worship through music).
- Continue ongoing training for the role, especially in the area of audio proficiency
- Must live out Real Life's Organizational Core Values on the North Campus Worship Arts Team.

3. REAL LIFE STAFF RELATIONS, PERSONAL MINISTRY & MISC. (5%)

- Ability to think critically, systematically and collaboratively with the Worship Arts Team to develop creative strategies and ministry priorities to implement the mission and vision of the church.
- Interface and collaborate with leaders and staff of other ministries in the church, including staff members from the larger Real Life Staff.
- When another Team Member needs to talk, priority is made and schedules are rearranged to accommodate the meeting in an appropriate and timely manner.
- Must live out Real Life's Organizational Core Values.

PERSONAL MINISTRY

- Responsible for having, and living out, a Personal Ministry Plan.
- Responsible for having intentional discipleship conversations regarding the personal ministries of others on the team, including volunteers.
- Work with the congregation in a way that glorifies God.
 - In weekend services – oversee volunteer participation (friendliness, recruiting, attendance)
 - Be visible and a model for your volunteers to follow (friendliness, cooperation, availability)
- Represents Christ and the Church in the community in a Godly way.
- Values and abides to expectations of being a member of the church found in our 101, and 301 class.

QUALIFICATIONS AND REQUIRED SKILLS

- (2) Years of Audio/Video School and/or equivalent experience in the Audio Video World, including live video & audio production knowing the surrounding equipment involved. Able to quickly hear & analyze the equalization and problematic frequencies of single source inputs and global house mixing, providing a full and lively mix within an 89 – 96 dB range. Able to provide IMAG through live video processing/switching.
- Able to Troubleshoot & Repair light electrical connections and equipment; (XLR cables; instrument cables, SDI cables, CAT 5 and above, and various other cables and equipment); Soldering skills needed or must have aptitude to be trained.
- Knowledgeable and Efficient with current audio board(s), video switchers and interfaces; Able to quickly learn and navigate AV programs along with effects processing plugins.
- Able to be trained and learn Audio Video support Equipment and basic programming.
- Confident and Proficient with recording and live production software or can be trained; (ie: Logic Pro, Ableton)
- Proficient with Macintosh and PC Computers along with current software programs; (G Suite, Adobe.... Ect.)

Real Life's Core Competencies, as defined in our 3 C's document, necessary to succeed in this role:

- Vision Casting
- Coaching & Developing
- Receive and Give Feedback
- Collaboration
- Recruiting

Spiritual Aspects of Job Requirements:

- A heart for God that is evidenced by proven character and a spiritual-mindedness that understands that “apart from Christ we can do nothing.” – Abiding in Christ.
- A shepherd’s temperament; servant-leader/mentor attitude and inclination.
- Strong interpersonal skills—ability to communicate persuasively and compassionately, both orally and in writing.
- Strong biblical foundation for wise management in a church setting.
- Able to establish and maintain appropriate standards for the accomplishment of ministry in a way that honors both God and people.
- Since we work primarily in teams at Real Life, must understand group dynamics and ensure effective consensus building and decision-making.
- Personal initiative and diligence, which produces follow-through in tasks.
- Solid biblical/theological convictions, which are aligned with Real Life Ministries’ Doctrine and Statement of Faith.
- A willingness to grow and adapt to the inevitable changes found in a local church.

Physical Abilities required

- While performing the duties of this Job, the employee is regularly required to sit; use hands; reach with hands and arms and talk or hear. The employee is frequently required to stand and occasionally required to climb or balance; stoop, kneel, crouch, or crawl. Must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception

Disclaimer(s)

- The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.
- Volunteering: Real Life Ministries has many volunteer opportunities. As an employee of Real Life Ministries, any time spent during your normal work hours or fulfilling your job description duties for the specific ministry area you are a part of will be considered hours worked and you will be compensated for those hours. If you desire to volunteer in another area of ministry within Real Life Ministries, and it falls outside of your normal working hours, you can do so by filling out a Employee Volunteer Acknowledgement Form and turn it into HR.

Employee Name: _____

Employee Signature _____ Date _____