

## Technical Director

### Accountable to

Program & Worship Integrator

### Job Type

- Non-exempt, Part-time (20 hours per week)

### Overview

The **Technical Producer** position is vital to the ongoing success of Crossroads' ability to live into our vision to focus on family, serving our community, unlimited welcome, and team-based ministry. The primary purpose of the **Technical Producer** is to create an atmosphere conducive to worship and technical excellence with a focus on equipping and training volunteers. This position will provide support for worship gatherings, production planning and execution, and volunteers.

### Responsibilities and Duties

- Meet with Worship Staff to plan technical aspects of all services and Crossroads events.
- Serve as a resource for staff and volunteers in the area of technical needs related to worship services and Crossroads events.
- Maintain an inventory of A/V equipment owned by Crossroads. Organize the storage and maintenance of those items.
- Plan and lead the implementation of A/V upgrades for all systems in conjunction with other A/V team members.
- Develop and implement procedures and processes for Technical Ministries. Oversee the set up and tear down of equipment for all worship services, rehearsals and special events.
- Create and/or edit videos for use as sermon illustrations, worship enhancement or church announcements.
- Coordinate A/V personnel and set up needs for weekly rehearsals, weekend services and special events.

### Job Knowledge and Qualifications

- Ability to organize, coordinate and motivate others with an ongoing positive attitude, humility and a sense of joy.
- A strong team player willing to collaborate with other staff members, teams and the people of the Crossroads community.
- Dependable, responsible, prompt, self-motivated individual who is comfortable taking the initiative in a variety of situations.

- Eye for excellence – the ability to use technology and lead volunteers to produce creative, distraction free environments for worship and other events. Detail oriented. Ability to take the initiative on creative projects, assignments, etc.
- Live audio mixing experience and skills.
- Must exhibit flexibility on a consistent basis. (variable deadlines, changing direction, etc)
- Ability to create presentations including message graphics in Media Shout and/or Pro Presenter for worship services and other events.
- Setup and manage all aspects of videography for streaming services, cameras, switchers, etc. Setup and tear down stage weekly as needed.
- Remain current on technologies, trends, styles used in production industry.

*Crossroads United Methodist Church/HOPE Preschool is an equal opportunity employer. All are welcome and encouraged to apply regardless of race, sexual orientation, gender identity or political views.*