



# Tech Director Job Description

| Position Title            | Department/Ministry |
|---------------------------|---------------------|
| Tech Director             |                     |
| Supervisor Position Title | Work Location       |
|                           | Main                |
| Position Classification   | Weekly Hours        |
| Exempt                    | Full Time           |

## **Position Summary:**

Directly manage all aspects of live production for MCCh Sunday experiences and special events.

## **Essential Duties and Responsibilities:**

- Manage and grow AVL systems and approaches to stay consistent with the vision of MCCh
- Grow, manage, and equip volunteers in production area for weekend services and events
- Weekend commitment for production during weekend services
- Stay up to date on production and staging trends as well as technical knowledge of new software, equipment and products, attending trainings as necessary
- Program lighting scenes, Propresenter, midi cues, etc.
- Work with Creative Department on video projects
- Implement and execute the overall vision of the Creative Arts Pastor as instructed
- Effectively maintain AV equipment and replace and upgrade as necessary as budget permits under direction of the Creative Arts Pastor
- Uphold and maintain vision of Maple City Chapel and pass on to volunteers
- Other duties as assigned

## **Additional Responsibilities**

- Attend Staff Functions including Staff Retreat, Quarterly offsites, etc.

## **Minimum Qualifications (Knowledge, Skills, and Abilities):**

Education and Experience:

- 2-3 year of experience in a similar position with a background in Lighting Programming, Video and Audio Production

#### Knowledge and Skills:

- Ability to troubleshoot various AVL issues
- Experience programming lighting shows & video walls and familiarity with Dante, Blackmagic, DAWs, Final Cut (or other video editing softwares) and other AVL Software is encouraged
- Basic networking skills (advanced networking opportunities available)

#### Licenses, Registrations, and Certificates:

- Current Driver's License

#### **Spiritual Requirements:**

- Fully surrendered to Christ
- Regular involvement in Maple City Chapel activities and events.
- Signed acknowledgement of policies and procedures as stated in Maple City Chapel's staff handbook.
- Signed acknowledgement of Maple City Chapel's Statement of Faith and Staff Lifestyle Agreement.
- Living out the spiritual principles outlined in the Staff Lifestyle Agreement.

#### **Physical Requirements:**

- Regularly required to talk and hear.
- Frequently required to use hands or fingers, handle or feel objects, tools, or controls (including electronic devices, computers, laptops, etc.)
- Frequently required to stand; walk; sit; and reach with hands and arms.
- Occasionally lift and/or move up to 25 pounds
- Specific vision abilities required by this position include close vision, distance vision, and the ability to adjust focus.
- The noise level in the work environment is usually low to moderate.