



## **North Broadway United Methodist Church Technical Director Job Description/Posting**

### **Position Summary**

The Technical Director oversees all technical components of worship services and other church events (concerts, recitals, weddings, funerals, etc.), including audio, lighting, video, livestreaming, etc. The Technical Director recruits, trains, schedules, and supports volunteers in each technical area. He or she is able to communicate clearly and effectively with church staff and volunteers, so that the purpose of the service/event is expressed and its needs are addressed. As challenges arise, the successful Technical Director troubleshoots, makes repairs, and/or delegates to volunteers to remedy the situation ASAP. This role is part-time and includes two Sunday worship services each Sunday.

### **Key Responsibilities**

- Run and/or oversee sound, lights, multimedia, and livestream for two worship services each week and occasional other services/events
- Create and/or oversee creation of sound mixes for both in house and online
- Create and/or oversee creation of ProPresenter slides for worship services
- Collaborate with church staff and attend staff meetings as available
- Monitor and maintain the condition of all equipment and arrange repairs as needed
- Communicate major repair and purchasing needs with Trustees
- Recruit, train, and support volunteers for all technical areas

### **Education and Experience**

- Experience as a part- or full-time Technical Production Director or equivalent in a similar setting (preferably 2 years or more)
- Working knowledge of audio, video, and lighting
- Experience with (or willingness and aptitude to learn) ProPresenter and Planning Center
- Proven track record of effective leadership, communication skills, wise judgment, and the ability to inspire and equip others to be successful
- Working knowledge of Microsoft Office
- Preferred: college-level technical degree in recording, live production, or other related field, electronic diagnostic and repair education, or multiple years of experience in these fields

### **Hours and Salary**

- This is typically a 6-8 hour/week position and includes Sunday mornings and holidays. Hours may vary with seasons and/or special services.
- The range of pay will be \$20-27/hour depending on experience.

### **How to Apply**

Applicants should send their cover letter and resume to North Broadway United Methodist Church, Attn. Pastor Casey Wilson, 48 E. North Broadway, Columbus, OH 43214, or email cover letter and resume to [cwilson@north-broadway.org](mailto:cwilson@north-broadway.org).