



**Victory
of
the Lamb**

POSITION DESCRIPTION:

TECH DIRECTOR

The position of Tech Director is a part-time position (average 25 hours per week).

Overview

Primary Goal

The goals of this position are to:

- Recruit, train, and coordinate volunteers who serve on the Tech Team; and
- Lead the church in pursuing excellence in the technical aspects of our worship services (streaming, screens, sound, and lighting).

Supervisory Relationships

The Tech Director reports directly to the lead pastor. This person works closely with the Music Director and Communications Director. The Tech Director will supervise volunteers serving in all tech booth positions.

Salary

Salary is competitive and based on 25 hours per week on average.

Position Qualifications

Education and Experience

The Tech Director should have training and experience in building and leading a team of people. Experience in church production, including streaming, audio, lighting, and use of church presentation software is required. This person should also have training in basic set-up and maintenance of audio/visual equipment.

Skills and Abilities

- Demonstrate the ability to recruit, teach, and train volunteers with patience and clear direction, empowering them to serve joyfully and skillfully.
- Possess the ability to speak the truth in love and deal wisely with conflict amongst staff and volunteers.
- Be disciplined to work independently and have all materials prepared for services and events.
- Demonstrate the ability and desire to continually learn through seeking out resources and groups related to the position.

- Have a basic understanding of ProPresenter software.
- Have the ability to complete basic video and audio editing.

Primary Duties

Tech Director will be expected to:

- Embrace the mission, beliefs, strategies, and core values of Victory of the Lamb.
- Develop an understanding of Victory's communications guidelines, social media guidelines, and branding.
- Care for and maintain A/V systems, including regular maintenance and upgrades (which may be completed in-house or outsourced depending on the issue).
- Establish and maintain processes for use of A/V equipment. Create needed training systems, train volunteers in these systems, and ensure volunteers are adhering to these systems.
- Maintain and manage the budget for Worship Tech, providing input for budgetary needs each fiscal year.

Service-Related Responsibilities will include:

- Help drive, oversee, and continually improve the systems that feed our Online Campus experience.
- Manage necessary tech-related preparation work and changes from week to week to prepare for services, including preparing the services in ProPresenter or assigning a volunteer to do so.
- Recruit, train, support, and schedule volunteers on the Tech Team.
- Supervise and support volunteers on the Tech Team, operating in different positions on the Tech Team if unable to fill a position with volunteers.
- Edit and publish video and audio content from services to the Victory Podcast and sermon archives after each weekend.
- Coordinate volunteers and/or run tech for non-service events (such as lectures, speakers, funerals, and weddings).

Application Process

Those interested in the role of Tech Director should submit a resume and a letter of interest to hello@victoryofthelamb.com by August 15, 2020. Interviews will follow for candidates for the position.