

First & Calvary Presbyterian Church
Media Technician
Position Description (11/14/22)

OVERVIEW

The Media Technician will help fulfill First & Calvary's mission of making disciples of Jesus by using their technical skills to help the church's various media functions operate smoothly and effectively.

RESPONSIBILITIES

Media Technicians will assist the Media Coordinator in various media related tasks in the life of the church. Depending on the technician's skills and training, this could include:

- Helping with audio/visual tasks during Sunday worship, including livestreaming, audio, camera operation, etc.
- Leading and helping train the team of media volunteers
- Helping with audio/visual tasks during other events (funerals, weddings, etc.), as needed
- Helping install or service media equipment or software, as needed

TERMS OF EMPLOYMENT

This is a part-time (5-10 hours a week) non-exempt position with hours that vary depending on need and availability. Media Technicians report to the Media Coordinator and have no direct reports.

REQUIREMENTS

- Knowledge/Experience in OBS Studio, VST Host, and Microsoft PowerPoint
- Knowledge/Experience in music/live sound production
- Knowledge/Experience in video production
- Great work ethic
- Flexible schedule