



Technical Director Position Profile

Department: Tech Ministry Team
Supervisor: Pastor / Liturgy Director
Exempt: No
Category: Volunteer
Date Last Revised: 7/7/2020

Summary

The purpose of this position is to coordinate, oversee, and train all aspects of Video, Audio and live stream productions of the weekend experience.

Big Picture

- Oversees, coordinates, and trains: Camera Operators, Live Stream Operator, Propresenter slide operator, Audio Engineer for Sunday Mass (10 AM) and other important Masses as needed.
- Reviews and evaluates production and for training purposes
- Tech Director may be only an initial TEMPORARY position OR a shared position amongst trained staff such as Music Director/Liturgy Director, PLD OR a volunteer from the Tech Ministry Team may later fulfill duties of this role as new volunteers are trained and equipped
- With Proficiency of Tech Ministry Team, Tech Director Position may not be needed and direct Supervision of Ministry Tech Team volunteers would fall under Liturgy Director/Pastor

Details

Coordinate volunteers

- Contacts and schedules Tech Ministry volunteers for Masses as needed

Training New volunteers

- Trains Tech Ministry Volunteers
- When possible, after Mass, review the video with Tech Ministry Team to improve timing, audio, composition and transitions of shots, etc.

Oversee and Direct Ministry Tech Team

- The Tech Director will oversee and direct the Ministry Tech Team in a way that spiritually mentors and teaches.
- Promoting self reliance and independence amongst the volunteer Tech Team to the point that they can direct and communicate amongst themselves without the need for Tech Director supervision.
- Goal is that Tech Ministry Team can coordinate, operate, and train and equip others to do the same.
- This may temporarily negate the need for a Tech Director and Supervision of the Ministry Tech Team would be under the Liturgy Director / Pastor

CC TECH Ministry Team

- A committed, growing follower of Jesus Christ
- Authentic and consistent in his/her own spiritual walk and relationships
- Knowledge of overall aspects and resources used by the Tech Ministry Team
- A desire to learn and develop new techniques for composition, framing, movement and transitions of live video production and train and equip others to take over.
- Ability to give and follow verbal instructions and stay focused during the Mass

Time Requirements

- 9:20 AM-11:20 PM Sundays
- Other training times as needed
- The duration of the commitment is a ministry year; August-July.

Physical Demands:

The Tech Director must possess mobility to work, direct and train others in a video production equipped environment while also maintaining an appropriate reverence for the Liturgy. Must be more than comfortable around all aspects of technology and resources used by the Tech Ministry Team. Specific vision abilities required by this job include vision to see a video monitor, color vision and depth perception; hearing and speech to communicate in person. May need to frequently use hands to finger, handle or feel objects, controls. Must possess mobility to walk up and down stairs, bend down, and stand/sit in position for extended periods of time.

Signed: _____ Date: _____