



Ministry Position Description

Our Mission: Ignite passion wherever you are. Love unexpectedly wherever you go.

Ministry Department: Worship

Ministry Position: Technical Coordinator

Reports to: Worship Director

Effectiveness Indicators: **Faithfulness** in executing assigned tasks
Collaborative with teammates
Mission-focused
Integrity of faith, life and labor

Ministry Position Qualifications:

- Loves Jesus
- Relational (gets along well with others)
- Proficient in technical arts – audio, video, and lighting
- Knowledgeable of existing technology with willingness to adopt new
- Knowledgeable of effective technical arts strategies for worship
- Competent organizational skills
- Effective communication skills
- Familiar with Planning Center Online

Position Responsibilities:

- Invite technical artists to serve in worship
- Mentor and encourage operators, especially youth
- Recruit new technicians
- Supports Tech Leads for each venue
- Serves as Tech Lead for Fellowship Service
- Complete worship scheduling in a timely manner using Planning Center Online
- Monitor each operator's proficiencies and offer pertinent training opportunities
- Maintain AVL equipment
- Periodically review technical equipment needs and best practices with Worship Director
- Collaborate with Praise Team musicians
- Collaborate with worship ministry assistant to manage personnel database and other related worship items
- Attends Worship Staff meetings (3-4 per year) as member of Worship Staff

Compensation: Part-time, Stipend (up to 10 hours weekly) No Benefits

Conditions of Employment:

- Models a Biblical standard of personal conduct and lifestyle;
- Supports and adheres to the Mission, Vision, Values and Philosophy of Ministry of St. Paul Lutheran Church