

Job Title: Back of House Team Lead

Reports to: Production Lead

Classification: Part-time, hourly, non-exempt

Scheduling: Monday, Wednesday, Thursday and Sunday availability

Position Description:

At Calvary, we strive to create a worship experience that leads all people into a growing relationship with Jesus Christ. This position contributes to that experience by providing outstanding, undistracting, service-oriented media planning, training, support and execution for worship and large-scale events requiring media tools and resources.

General Expectations:

- Live out Calvary's mission and values, applying them in your personal and professional life with vigor and excellence.
- Operate as an accountable, authentic, caring, collaborative, team-first staff member, encouraging, praying for and building up co-workers, volunteers, congregants and guests.
- Be intentional about one's spiritual growth and development.

Key Responsibilities:

- Run the media booth for all services and occasional outside events at the church
- Train, equip and schedule media personnel and volunteers
- Coordinate and collaboratively build worship slide decks working with the worship experience teams, pastoral staff and other ministry leaders
- Work with production team members to set the stage and tear down after events
- Record, produce and publish sermons weekly (YouTube, SoundCloud, CDs)
- Assist in the design, set-up and execution of lighting settings for different services and settings
- Initiate Ableton tracks for use in worship
- Maintain, support and update all media-related hardware and software tools

Qualifications, Skills and Knowledge:

- Service-oriented, patient with exceptional people skills and high emotional intelligence
- Passionate about using technology to enhance worship experience
- Degree or equivalent experience in audio/video production, audio/video engineering, graphic arts and/or information technology
- Proficient in front of house and media booth operations
- ProPresenter, Planning Center Online, Dropbox and Ableton experience