



CHURCH *of the* INCARNATION

3966 McKinney Avenue Dallas, TX 75204-2099

Audio Visual Technician

Church of the Incarnation is looking for an Audio-Visual Technicians to help run the sanctuary AV system, record & live stream worship services on Sundays, upload videos to various platforms, run presentation software, and incorporate digital graphics/slides as needed. Most work is done on Sundays, but some weekday work may also be available. The Audio-Visual Technician is responsible for setting up, installing, operating, testing, and troubleshooting audio and video equipment as needed. While this individual is a contract employee, he or she reports to the Director of AV.

Responsibilities:

Pre-Service

- Set up and install equipment such as microphones, sound speakers, video screens, projectors, video monitors, recording equipment, connecting wires and cables, sound and mixing boards for worship services, events, and functions
- Set up and operate sound equipment.
- Create and share links to live streamed services.
- Perform proper line check.
- Perform proper sound check; includes gain settings, monitor mixes, proper volume settings, and eq/mixing process. Monitor sound feels to ensure quality.
- Test and resolve equipment issues.
- Diagnose and correct media system problems.
- Check with Director of AV for worship schedule and any schedule changes.

During Service

- Responsible for adjusting sound levels during service as needed.
- Responsible for following pastor's direction and musician's direction during services.
- Responsible for recording and live streaming the service.
- Responsible for following stage and schedule cues.
- Responsible for providing a distraction-free service as it relates to audio production.
- Determine and execute filming sequences and camera movements.

Qualifications and Skills Required:

- Able to work in team settings and take directions.
- Experience in a live-environment or willing to attend training and work alongside a mentor.
- Have good communication skills.
- Ability to think quickly and react/trouble shoot properly in high stress situations.
- Punctual and reliable.

Compensation for this role is competitive and based on the number of services or events worked. If interested, please submit your resume to mfoster@incarnation.org.

Phone 214-521-5101 Fax 214-528-7209
incarnation.org