

Technical Director

Qualifications for employment at Fellowship Bible Church include having made a life commitment to Jesus Christ and having a work history and a lifestyle that are consistent with biblical principles. Must be an existing member or willing to become one.

Job Title: Technical Director

FLSA Status: Exempt

Department: Worship + Arts

Reports to: Worship Minister

Working Hours: 40, Sunday- Thursday (Flexible and determined by needs)

Position Summary: Maintain & organize equipment, hardware and software in the Worship Center as well as across the entire campus. Oversee personnel needed to meet all audio, visual & lighting needs for Fellowship Bible Church services, special services and church-wide events. This role will also lead and execute necessary training, recruitment, development and coaching for all volunteers and contractors who serve within the Audio- Visual Team. This role works closely with the Worship Minister to ensure that all gatherings and environments with audio, visual and lighting needs operate consistently & are maintained at a high level.

Skills & Experience:

- Proven track record of working well in a team environment as well as leading teams.
- A record of consistent, high-level performance.
- Digital consoles, routing, & patching experience for audio and visual setups.
- Strong communication, organization and administrative skills.
- Demonstrated ability to multi-task and prioritize workflow.
- Computer proficiency; proficiency in the following software – Excel, Microsoft Word, Outlook, Planning Center, Slack, & Google Suite.
- Live & post-production, especially across multiple music genres.

Essential Responsibilities:

- Ensure that proper equipment is available and working for all worship services & special events.
- “First responder” to troubleshoot and provide solutions for audio, lighting, and equipment issues across campus.

- Collaborate with the IT Department to ensure that the software, hardware and systems in place support Fellowship services and needs and receive proactive routine care. .
- Lead team of volunteers and contractors. This includes recruiting, scheduling and training.
- Coordinate audio visual staffing for internal ministry events and external events.
- Own & help maintain audio visual request & approval process.
- Research & recommend audio and lighting equipment as necessary.
- Collaborate with the Worship Minister on placement of contractors and volunteers for roles with high impact.
- Own the maintenance, organization and access to training resources of all audio visual equipment across the entire campus. Collaborate with Children & Student Ministries to ensure that their audio & lighting equipment is maintained, organized & supported and to offer help from a high-level, non day-to-day capacity.

Markers of an Ideal Candidate:

- A detail-oriented team player who exhibits professionalism, excellence & a strong work ethic.
- Exhibits emotional and spiritual health and maturity.
- Self-starter & self-guided.
- Strong interpersonal skills.
- Attuned musical ear.
- Well-developed analytical and problem solving abilities.
- Church experience is helpful.

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the position described, nor are they intended to be such a listing of the skills and abilities required to perform in the position. Rather, they are intended only to describe the general nature of the role and specific responsibilities.