



## **Technology Associate**

The Technology Associate is responsible for managing all audio and visual technology components for services held at FBC (Sunday morning worship, special events, etc.). This is a 10 hour per week position that reports to the Associate Pastor of Music & Worship.

### **Qualifications and/or Skills Needed**

- Experience running live audio and visual components at church services or other locations such as event centers, concert venues, etc.
- Competent technology knowledge including but not limited to; audio balancing & mixing, equalization, graphic & video presentations, lighting balance, software management (i.e. ProPresenter, ATEM, etc.)
- Interpersonal skills for collaborating effectively and efficiently with church staff, worship leaders, and volunteers on a weekly basis
- Reliability and punctuality for necessary equipment set-up needs, sound checks, rehearsals, worship services, and other events

### **Key Responsibilities**

- Manage the audio and visual technology components of weekly worship services and other special events throughout the year
- Creates and manages graphic & textual enhancements such as song lyrics, litanies, and other text information onto the stream. This elements should fit within the identity and overall ministry philosophy of FBC.
- Engage in rehearsals and sound checks prior to services with musicians and other worship leaders
- Set-up and take-down of microphones, speakers, monitors, and other necessary equipment for various services and special events
- Troubleshoot unexpected errors during services such as feedback, clipping, etc.
- Work with volunteers who are able to assist or substitute when needed

### **Other Assigned Tasks**

- Manage software and equipment updates and maintenance
- Assess various technology needs and upgrades regarding equipment, enhancements, or other necessary changes of software or hardware
- Consistent organization and maintenance of soundboard area and A/V closet
- Competent knowledge and ability to operate other FBC A/V equipment such as Fellowship Hall, The Place, etc.