



BIDWELL PRESBYTERIAN CHURCH
MEDIA SOUND TECHNICIAN
POSITION DESCRIPTION
FEBRUARY 2005

- TITLE:** AVL Technician
- PURPOSE:** To assist the church in providing quality sound, video, and lighting support throughout the entire facility. The position of AVL Technician is an ancillary position to assist the professional staff (pastors, wedding coordinator, ministry leaders) in the smooth running of the AVL elements of special services and events.
- SUPERVISION:** The AVL Technician is under the direct supervision of the Director of Worship and Arts Office Manager.
- STATUS:** Part time, exempt position, with no benefits.
- EVALUATION:** An annual performance review will be performed by the Director of Worship and Arts.

REQUIRED QUALIFICATIONS:

- High School diploma or GED is required
- Completion of College with an emphasis relating to sound, media, and lighting systems principles is preferred
- Experience working with sound, video, and lighting equipment
- Experience with presentation software

REQUIRED ABILITIES:

- Ability to work with sound, video, and lighting equipment
- Excellent written and oral communication skills
- Good reasoning abilities and sound judgment
- Self-motivated, resourceful and well organized
- Ability to follow directions and accomplish plans set
- Excellent computer skills in Microsoft Office and working knowledge of presentation software
- Excellent interpersonal abilities; ability to get along with diverse personalities with tact and professionalism
- Desire to be part of an organization that promotes continuing education and career development
- Desire to be part of a cohesive staff team
- Understand and support purpose, vision, and core values of organization; have passion for ministry

RESPONSIBILITIES:

- Operate the sound, video, and lighting systems throughout the facility
- Assist in sound checks as necessary
- Assist in general set up
- Able to provide intelligent input when planning events
- Report on any repairs or adjustments necessary (to Director of Worship and Arts)