



# millcitychurch

## Tech Director Job Description

New	<input type="checkbox"/>	Full Time	<input checked="" type="checkbox"/>	Exempt	<input checked="" type="checkbox"/>
Revised	<input checked="" type="checkbox"/>	Part Time	<input type="checkbox"/>	Non-exempt	<input type="checkbox"/>
		Hourly	<input type="checkbox"/>		

Department: Worship

Manager/Director: Worship

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### Purpose of the Job:

The role of the Tech Director is to serve the Worship Director in overseeing and coordinating worship operations at Mill City Church. The Tech Director takes on the responsibility of guarding the spiritual culture, vision and character of the Tech and Worship teams as assigned by the Worship Director.

### Experience and knowledge required:

- High School diploma or equivalent; Associates or Bachelors preferred.
- Minimum of four years' experience as a vocation AVL technician.
- Ability to handle multiple projects effectively.
- Excellent verbal and interpersonal skills.
- Proficiency in Gmail, PCO, ProPresenter, digital audio consoles, Premier, Avid, youtube streaming, GrandMA3, DigiCo, and Black Magic, and Resi.
- Knowledge of advanced lighting techniques and video technology.
- Experience with digital networking protocols is preferred.
- Ability to coordinate and lead LIFT Team members.

### Essential Functions and Responsibilities:

- Oversight of the Tech LIFT Team; communication, scheduling for all events, team check-ins, etc.
- Sunday technical oversight of all audio, video, and lighting.
- Weekly repair and/or problem solving of any technology or equipment.
- Providing different trainings to volunteers throughout the year.
- Working with the Worship Director on planning and supporting non-Sunday events.
- Providing Video support to the online location.

### Other Duties and Responsibilities:

- Pastoral Care of the Tech LIFT Team.
- Lead a City Group.
- Attend weekly Staff Meetings
- Attend annual staff retreat.
- All other duties as assigned.

Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.



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## Attributes:

- A commitment to grow as a follower of Jesus
- Have a positive attitude and add energy to every conversation.
- Have the heart of a servant and offer to help co-workers before they ask.
- Be enjoyable; invent moments of fun.
- Be loyal; cut costs; act like an owner of Mill City Church.
- Ask why and approach things out of curiosity and not contempt.
- Share the vision of Mill City Church to fulfill the Great Commission with integrity and passion.
- High capacity multi-task individual comfortable working independently without constant supervision.
- Highly self-motivated yet willing to be submissive, receive feedback, and take direction.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.
- Leave things better or more organized than you found them.

## Physical Demands:

- A high amount of physical work is required.
- The ability to drive their personal vehicle or a Mill City Church vehicle.

## Supervisory Responsibilities:

- Provide leadership, discipleship and management of the Tech LIFT Team.

Salary Range excluding benefits: \$40-50,000

*Human*

*Resource Signature* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Employee's Signature* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Manager's Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

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