

Media/Video Technician

The media technician will ensure the smooth running of media recording, powerpoints, videos, record messages and special music as requested presented during regular church worship services and occasional special services. **Note:** The goal is to have enough people participate in this ministry so that each one only has to participate once a month.

Ministry Area/Department	Media
Position	Media technician
Accountable To	Corps Officer
Ministry Target	Congregation • Community
Position Is	Volunteer
Position May Be Filled By	Church member
Minimum Maturity Level	New, growing Christian
Spiritual Gifts	Serving
Talents or Abilities Desired	Training and/or experience in operating sound recording equipment • Good hearing
Best Personality Traits	Dependable • Consistent • Leader-analyst or dependable-analyst
Passion For	Professionally recording messages and music for the glory of God
Length of Service Commitment	One year minimum

Anticipated Time Commitments

1. **Doing ministry/preparing for ministry:** two to three hours a week/month – dependent on roster rotation
2. **Participating in meetings/training:** one hour a quarter or as requested

Responsibilities/Duties

1. Arrive prior to worship services to double-check and set up equipment as needed.
2. Operate the computer equipment and ensure all programs, powerpoints are working.
3. Operate sound recording equipment to record messages and special music for the tape ministry.
4. Maintain equipment and arrange for repairs as necessary. Report equipment and supply replacement needs or recommendations to the pastor and/or appropriate committee.