

ST. JOHN'S PRESBYTERIAN CHURCH

WORSHIP AUDIO/VIDEO COORDINATOR

PURPOSE

To support the ministry of St. John's by providing technology, video, and sound support during Sunday worship services.

RESPONSIBILITIES

- Oversee, coordinate, and implement the church's use of audio-visual technology
- Record video and mix sound for weekly Sunday worship services and as needed.
- Collaborate with the Pastoral Staff to create and present Keynote presentations & video for weekly Sunday worship services and as needed.
- Edit weekly worship videos and upload to YouTube and Facebook.
- Assess and address A/V equipment maintenance & inventory, IT, and infrastructure needs as provided for in the budget

QUALIFICATION

- Tech savvy with experience in video-editing (e.g. iMovie or Adobe Premiere), presentation apps (e.g. Keynote or ProPresenter), and basic sound mixing
- Basic proficiency with Adobe Creative Suite
- Able to work with minimal supervision
- Creative and willing to experiment with new ideas
- Organized, responsible, and attentive to detail
- Able to relate well with others
- Non-St. John's member/friend

ACCOUNTABILITY

This person is accountable to the Session (Board of Elders) of the church, through the Personnel Team. The pastor is the immediate supervisor and provides an annual evaluation.

TIME COMMITMENT

5-7 hours per week. Days/Hours flexible. Must be available before and during 10am worship service on Sundays.

JOB DETAILS

- Compensation: \$20-25 an hour
- No health benefits are associated with this position
- Vacation and Sick Leave

Send applications, resumes, and inquiries to stjohnssf@gmail.com