



## Campus Technical Coordinator

- Title:** Campus Technical Coordinator
- Reports to:** Director of Technical Arts
- Works closely with:** Worship, Teaching, and Campus Pastors
- Time Requirements:** Part-time, 6-8 hrs per week, primarily on weekends
- Primary Purpose:** Acting as an extension of the Director of Technical Arts, provide leadership, direction, and management of all technical operations at a campus to help provide a quality environment that enriches the worship experience for those attending services at Park.

### **Key Responsibilities**

- Encourages a campus' overall technical growth
- Provide leadership, management and encouragement to campus tech volunteers
- Train volunteers as needed, participate in training sessions with Technical team
- Provide oversight and management of set up and tear down of production and tech equipment
- Responsible for keeping the Technical and Worship teams on schedule so pre-service walk-throughs happen on time
- Become knowledgeable in all technical areas of the campus (Park's and Rental Facility's equipment)
- Troubleshoot technical issues and equipment failures
- Ability to adjust to changes in service(s)
- Be able to fill in for volunteers who are absent (audio and graphics)
- Send a report to the Director of Technical Arts with notes from the service(s) calling out positives and any issues that arose by Sunday night.

### **Required Experience and Skills**

- Strong experience with live sound and digital boards.
- Knowledge of theatrical lighting systems, light boards, and fixtures.
- Knowledge of live video, switchers, and cameras.
- Strong teamwork skills; ability to work cooperatively and jointly with various staff ministries, organizations and volunteers
- Strong ability to lead and manage a team
- Strong problem-solving skills and detail-oriented
- Strong organizational and multi-tasking skills

- Strong verbal and written communication skills
- Proven ability to effectively manage time and to prioritize workload to meet deadlines
- Dependable, self-motivated, and comfortable taking initiative

### **Personal Requirements**

- To exhibit a growing passion to serve
- To be in a small group and/or have an accountability partner
- To be intentionally fostering a deeper relationship with Jesus Christ through your time in the Bible, prayer, and Christian community
- To reflect Christ in your words and actions in your personal life and ministry. You will be looked up to as you model the Christian faith, and the way you live your life should reflect the Gospel. (Living lives of holiness, purity, and free from addictions)

### **Contact**

To learn more about this job opportunity, please contact Human Resources at 312-361-0517 or [employment@parkcommunitychurch.org](mailto:employment@parkcommunitychurch.org).