

Audio Visual Technician
First United Church of Christ
Northfield, MN
firstucc.org

The Audio Visual Technician is responsible for overseeing audio/visual production and streaming for Sunday morning worship services at First United Church of Christ in Northfield, MN.

This is a part time position at approximately 3 hours per week on Sunday mornings (approximately 9 a.m. to Noon). Additional hours may be requested as needed for special events or worship services (funerals, festival services such as Christmas Eve and Holy Week, etc).

This is an hourly, non-exempt position. Three hours of work are guaranteed for each Sunday morning, regardless if the time required is less than three hours on a given week.

\$18–\$25/hour, depending on qualifications and experience.

Primary Responsibilities

- Oversee audio visual/production and streaming for Sunday morning services each week, and other special events and services as requested (funerals, extra worship services during holidays, concerts, etc).
- Set up microphones and other sound equipment before service or event begins, based on the needs for the day. Communicate with Director of Music about microphone and service music needs.
- Conduct sound check with musicians before service, checking for online and house sound, and complete sound script for youth soundboard volunteer.
- Supervise youth soundboard volunteer.
- Troubleshoot any issues with sound and soundboard.
- Plan out camera angles and scenes based on the worship service. Collaborate with worship leaders as needed regarding movement and blocking during the worship service.
- Start and monitor live stream to Zoom and to any other streaming platforms designated.
- Run cameras during worship.
- After worship, end the live stream, put away microphones and other equipment, and turn off any cameras, computers, etc.
- Keep track of any audio/visual needs, and maintain equipment accordingly (i.e. replace batteries on wireless mics as needed, and let the church office know of any needed supplies).
- Unless ill or faced with an emergency, let the Director of Communications & Operations know if you are unavailable on a Sunday with at least 2 weeks advanced notice. The audio/visual technician may be given the responsibility of finding suitable substitutes, and training them, depending on their experience level.

Desired Skills and Competencies

- Experience with sound equipment and set up (microphones, etc), and basic knowledge of soundboards and audio mixing. Advanced knowledge of audio equipment and mixing a plus!
- Experience with multi-camera broadcast system, or willingness to learn. First UCC has a Vaddio Bridge Matrix AV camera system.
- Competency in running Zoom meetings, and knowledge of live stream platforms such as Facebook, Youtube, and/or Vimeo.
- Knowledge of OBS, Vimeo Livestream, or another live stream broadcast software platform desirable.
- Experience working with youth desirable.
- Strong verbal and written communications skills.
- Detail-oriented and self-driven
- Collaborative and relational
- Composed under pressure!

Please send a cover letter and resume to church@firstucc.org