

A/V Tech Job Posting

First Baptist Church of Clayton is proud of our history and heritage that stretches more than 200 years. However, we firmly believe that God has called us to meet the needs of this generation through Biblical instruction and deep personal friendships. God has given our church a renewed vision to become known as a caring community of believers that seeks to transform lives as witnesses for Christ. Our mission is to show God's love, tell the Good News to all people, grow spiritually, and serve our community and world.

The Audio/Visual Technician is a part-time staff position working 10 – 15 hours per week and reporting to the Senior Pastor and Director of Music. The role is responsible for the delivery of audio and video for Sunday worship services and special events, including but not limited to weddings and funerals, at First Baptist Church. Responsibilities of this position include working with a team of volunteers to deliver high quality audio and video for all services and events, providing training on A/V equipment and software as needed, and developing and maintaining a volunteer schedule to meet the media needs of the church.

Specific Duties Required

- Operate the sound system including muting/unmuting mics, start/stop CD music and adjust sound at appropriate times during worship services.
- Facilitate the operation of the current streaming service (Vimeo/Facebook) for Sunday services as well as special services as required
- Update various settings for archived video from the live stream at the conclusion of services
- Create a "Master" video at the end of each Sunday service, using the current automated process
- Use the "Master" video to make duplicate copies of the Sunday services, utilizing a disc duplicator
- Put together lower thirds graphic overlays for Titles, scriptures, and hymns for Sunday worship services
- Build PowerPoint slides as needed for Sunday service content
- Perform other duties and responsibilities as determined in coordination with other church staff.

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Knowledge, Skills and Abilities:

Position requires intermediate to advanced knowledge of audio sound mixing for live environments and experience with Microsoft PowerPoint/Excel as well as knowledge of, or ability to learn, the current system which includes audio mixer, camera controller, video switcher, and systems for lower thirds and live streaming. Basic video editing skills (Davinci Resolve) and a working knowledge of SDI for video delivery are a plus. Position also requires the ability to work with a team, excellent communication skills, initiative, and the highest level of integrity.

Minimum Requirements

- No formal education is required for this position.
- Some experience in the use of audio and video production, live streaming, and video editing is desired.
- Demonstration of excellent communication skills and teamwork is required.
- Must be a Christian and reflect Christian Principles in all behavior and actions.

Work Hours

Position is expected to require 10-15 hours per week with spikes in the workload that occur with special events, including the holy seasons of Christmas and Easter and end of year celebrations for children, youth, and graduates. Work schedule will be agreed upon by the Senior Pastor and Minister of Music in consultation with the Personnel Committee and Budget and Finance Committee.

Resumes can be submitted to jobs@fbcclaytonnc.org.

