



MAKECHRISTKNOWN

Title

Sound Technician - Coordinator

Purpose

The media sound technician works to enhance the worship experience of the church by providing support through the use of professional audio equipment.

Responsible to

Music Director, Pastors

Description of duties

- Maintain and operate the sound systems throughout the church building.
- Assist in developing and maintaining good organization of the sound equipment.
- Develop and provide training to help other volunteers involved in tasks related to the sound system and equipment.
- Plan and purchase system upgrades and enhancements according to budget.
- Provide appropriate input and feedback as part of planning for services and other events that occur in the sanctuary/worship center.
- Demonstrate an attitude of helpfulness and service toward the congregation and others involved in leading worship.
- Coordinate with musicians, music leaders (choir director and/or worship team leader), and pastor to meet their needs during each worship service.
- Turn on and run sound equipment for rehearsals and worship services.
- Listen to and adjust sound levels as needed to provide quality sound without distractions.
- Produce a recording (cassette and/or CD) of each service for duplication and distribution to the congregation if applicable.
- Maintain proper supplies related to the church sound systems.
- Keep sound board area and storage areas neat and clean.
- Set up and take down microphones, monitors, and any other equipment that doesn't remain in place from week to week.
- Secure a trained replacement in the event you must be absent.

Time requirements

The time required depends on the size of the church and the number of worship services and other events that require a sound technician to be present. Duties can be divided among several technicians who'll work on a rotating schedule. The more technicians who volunteer and receive

training, the less time will be required of each one. Time commitment—with meetings, rehearsals, and on-going training included—could average from two to 10 hours per week.

Term

The media sound technician should commit to serving for one year; he or she may volunteer to serve for additional one-year terms thereafter.

Training and resources

The media sound technician should approach this ministry with a willingness to learn. Another sound technician will provide individual training on the sound equipment in an initial training session that will last one to two hours. Following that, you'll observe a sound technician during a service for at least four Sundays. You'll then serve as the sound technician for at least two Sundays while an experienced sound technician supervises you. Finally, you'll take your solo flight, running the sound without supervision. In addition, attend training meetings with other sound technicians; some of these meetings may include visiting other churches to observe ways to improve quality or upgrade equipment.

Qualifications, skills, and gifts

- Ability and aptitude to learn technical skills.
- An “ear” for music.
- Willingness to commit to a regular schedule.
- Ability to work alone.
- Ability to follow directions and work to accomplish the objectives for this position.
- Possess “self-starter” qualities.
- Willingness to serve in an important position but with little or no recognition.
- Possess one more of the following gifts: administration, craftsmanship, creative communication, and helps.

Benefits to the Worker

Opportunity to be a vital part of enhancing the church's worship services; opportunity to work with the pastoral staff, musicians, and others involved in the worship services.