

Kamloops Alliance Church (KAC)



Job Title Technical Director
Ministry Weekend Ministry
Reports to Worship Pastor

Position Status Full-time, 36 hours per week

Purpose

The Technical Director will provide leadership and oversight for the entire production process for weekend gatherings at Kamloops Alliance Church. This role will be responsible for creating a dynamic, inviting atmosphere for people to encounter Jesus, both online or in-person, including the appropriate use of audio, lighting, staging and broadcast video so that weekend gatherings would reflect Jesus in real and authentic ways of community connection leading to a deeper life with him. The Technical Director will also provide general oversight of KAC's information technology (IT).

The Technical Director is responsible for vision casting, planning, implementing and leading teams, and supporting ministries to strive for excellence and wisdom in achieving objectives and furthering the mission of KAC.

In collaboration with the Worship Pastor, the Lead Pastor, and working with volunteer teams, this position plays an integral role in communicating the life, vision and mission of our church: telling the story of lives transformed.

Key Roles & Responsibilities

- Oversight and direction for all technical production aspects of the weekend service experience, including audio, lighting, projection, broadcast, etc.
- Oversight of all production equipment and budgeting
- Oversee Livestream of Weekend Services
- Provide oversight of information technology (IT) support and needs
- Recruit, direct, train, and equip volunteers to successfully operate audio (FOH & broadcast), lighting, media, broadcast, videography and other applicable roles for recording sessions and worship services
- Oversee and act as the point-person for information technology support, maintenance, etc.
- Provide leadership of production for special events (Christmas, Easter, conferences, etc.)
- Attend weekly service design and staff meetings
- Support the vision, specifically of the worship, stage and production teams
- Coordinate assistance and train volunteers for KAC ministries and events requiring A/V support
- Ensure audio / visual needs are met for weddings, funerals and group meetings at the church, as requested

Areas of Responsibility

Weekend Service & Event Production (60%)

- Provide leadership for technical arts ministry, special events, or church wide events, with staff and volunteers
- Identify, recruit, train, and empower a team of servant-hearted technicians to create an atmosphere for people to encounter Jesus
- Collaborate and liaise with worship, hospitality, design and production teams

Information Technology (15 %)

- Oversee all technical projects in alignment with the mission of Kamloops Alliance Church
- Serve as the technical and IT point person for all departments in the church and primary liaison with outside IT support, working through third party IT support to ensure consistent and reliable functionality of services
- Develop IT strategy and budget , including research and implementation of new technologies, equipment, and upgrades, as needed
- Working through third-party IT contractor:
 - Maintain technology equipment by implementing security, disaster recovery and back-up procedures
 - Identify problems, evaluate current technology, anticipate updates, and recommend IT strategies, policies, and procedures
 - Responsible for the management and maintenance of all IT equipment (phones, computers, software systems, etc.), with third parties as appropriate

Administration (25%)

- Research and prepare annual budget and Department Action Plan
- Develop and implement long term plans for production technology
- Maintain inventory of equipment and assets
- Work with Worship Arts Administrative Assistant to manage volunteer roster and ensure all team positions are filled for weekend services

Competencies/Qualifications:

- Strong interpersonal skills and the ability to work in a team as a motivated team builder with a heart for pastoring volunteers
- Proven leadership with natural communication skills in large church and/or multi site environments
- Demonstrates a passion for their craft and a commitment to excellence – hardworking, balanced with a sense of humor and the ability to have a good time
- Ability to handle stress appropriately, and maintain a calm, friendly, non-anxious presence in the midst of deadlines and stressful situations
- Strong organizational skills that reflect the ability to meet deadlines and prioritize multiple tasks, remaining focused, with attention to detail
- Digital capabilities, such as live streaming, with the ability to cast vision to reach the community using various media platforms
- In-depth knowledge of recording equipment & software, live & broadcast audio, video editing software, lighting, staging and rigging
- In-depth knowledge of broadcasting best practices, including framing and camera movement, audio, lighting, etc.
- Knowledge and capabilities with leading information technology set up, trouble shooting, maintenance and planning to support the various ministries at KAC
- Proficiency with Office 365 products
- Experience in a large, multi-site church environment
- Post-secondary training in technical arts, particularly audio, is an asset