

Job Description - Audio/Visual Supervisor North Peace MB Church (February 2023)

Accountability

The Audio-Visual Supervisor is accountable to God and the congregation through the board of elders. He/she will report directly to the Lead Pastor and work directly under the supervision of the worship director.

Personal Attributes

- Have a vibrant, passionate, growing relationship with Jesus Christ
- Be in agreement with the North Peace MB Church statement of faith, membership covenant and church vision
- Be willing to become a member of NPMB
- Have a passion for the audio and visual aspects of our worship ministry (sound, media, livestream, etc.)
- Have a passion to learn and grow in the areas of media, video and audio
- Be able to train people and help them grow in the area of sound and media

Responsibilities

The Audio-Visual Supervisor will operate and maintain equipment to record, mix and edit sound, music and digital video for our programs, recordings and live events.

- Oversee use of audio/visual equipment including upkeep and maintenance (list of audio-visual equipment and programs we use available upon request)
- Orchestrate and sometimes facilitate Thursday practices and Sunday morning gatherings when needed (this could include running sound, livestream, media, etc.)
- Participate in planning and overseeing the worship ministry budget as it pertains to their area of responsibility (ie. keep instruments and sound equipment up to date, stage lighting, decorations, etc.)
- Provide training resources for developing our audio/visual technicians (could be conferences, video training, 1 on 1, etc.)
- Regularly update our hardware and software (for in-person services, recording and live-streaming)

Hours

- This position will be paid 10 hours a week

** Hours and duties to be reviewed at the end of probationary period **