

## Position: Sanctuary AV Operator

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*Let's create worship together at Northminster! Is this position for you?*

### SUMMARY

The purpose of this position, under the direction of the Technical Director, is to run the Sanctuary sound, graphics and lighting that support worship throughout Northminster's weekend services, and (through that) to worship God with the time and gifts that He has given you.

### DUTIES

#### *Before services:*

- Turn on and test technology systems (projectors, screens, computers, lights, audio)
- Replace batteries in wireless equipment and leave on at podium
- Check that content files (PowerPoint, video, etc) are available, readable and functioning

#### *During services:*

- Set microphones' volume levels for best intelligibility per person
- Record audio for entire service
- Run Proclaim and PowerPoint software for presentations, lowering/raising projection screen as needed.
- Make sure lights properly illuminate the areas needed for both the congregation and video presentation

#### *After services:*

- Finalize audio recording and deliver to main office for duplication and distribution
- Turn off wireless equipment and other technology systems

### QUALIFICATIONS

- Ability to follow written and verbal instructions with great attention to detail
- A basic understanding of (or desire to learn and understand) audio, video, lighting, and computers

### TIME REQUIREMENTS

- 7:45am – 10:30pm Sundays (runthrough and 9am service)
- It may be acceptable to serve for just one service at the discretion of the Service Producer.
- Typically serve one weekend per month, scheduled in advance on a recurring basis.

### PHYSICAL REQUIREMENTS

- Very good vision to read printed material and a computer screen, color vision and depth perception;
- Hearing and speech to communicate in person.
- Frequent use of hands to finger, handle or feel objects, controls, keyboards and mice.
- Mobility to walk up and down a ladder or stairs, and lift up to 50 pounds.