

Part-Time Technical Coordinator

Hours: 10 hours per week on average

The Campus Tech Coordinator leads the technical needs for a Hope Church campus. Weekly responsibilities include scheduling volunteers and overseeing technical elements for rehearsal and Sunday morning services. The tech coordinator leads with a non-anxious presence that encourages volunteers to keep their eyes on the whole of the needs of the service, allowing the most important elements to remain in focus. The tech coordinator encourages volunteers to strive for excellence in their roles and pursues teamwork and unity among all Hope staff.

This position answers to the Hope Technical Director for accountability, leadership, growth, and responsibilities.

Responsibilities:

- Oversee campus technical volunteers for sound, video and lighting.
- Provide technical leadership for midweek worship band rehearsal. (2-4 hours)
- Oversee all tech aspects for Campus Sunday service(s) including setup and teardown. (6 hours)
- Coordinate all Tech volunteer scheduling through Planning Center Online.
- Review and respond to Worship Arts meeting notes, and remain in weekly communication with Hope Technical Director.
- Attend special meetings as necessary and available.
- Organize volunteer training sessions/on the job training.
- Assist in install or improvement projects for tech as needed.
- Work with Campus Service Experience Producer.

Skills Required:

- Able to have a non-anxious presence in moments of technical issues, service element changes, and other challenges.
- Experience engineering live audio is a must. Experience with video and lighting system is a plus.
- Able to grow with technology and learn new systems when needed.
- Able to train and lead volunteers to fully use technical systems.