

TECH DIRECTOR - JOB DESCRIPTION

Sent Church

January 2024

Position: Worship Arts Tech Director

Serving Status: Part-time (up to 30 hours)

Classification: Ministry Staff

Direct Report to: Worship Director

Direct Reports from: Flower Mound Tech Arts Associate, Interns, Volunteer Production Team members

Summary of Position:

The Worship Arts Tech Director is responsible to provide all technology and production for the services and ministries of Sent Church Plano and Flower Mound as well as outside rental events. This includes audio, lights, media, video production, live stream and service direction. In order to oversee this area, the Worship Arts Tech Director is responsible for recruiting, welcoming, training, scheduling, and mentoring the Production Team as a whole. This position must oversee our tech systems, maintenance, and upgrades as required.

Professional Experience and Knowledge Required:

- Preferred Associate Degree or equivalent in the field of (one or more) Electronics, Communications, Audio Production, Media, or Music.
- Previous work experience with A/V equipment management
- Up-to-date knowledge and significant experience with leading-edge technology in the fields of Sound, Lighting, Video, and Camera
- Proficient with Apple and Windows-based computer systems with working knowledge of professional video editing & presentations (Final Cut Pro, Adobe, ProPresenter, etc.)
- Not required, but a bonus if possessing a musical background, with the added benefit of having experience in multi-track audio recording (Pro Tools, Ableton) or professional audio systems installation.
- The ability to operate a medium-sized sound reinforcement system with sensitivity to both musical and ministry excellence.
- The ability to function at a high level of effectiveness and calm in stressful situations.
- Leadership and team-building skills.

Core Responsibilities:

- Collaborate with the Worship Arts Pastor to plan and execute accessible worship experiences and special events.
- Mobilize, train, schedule, and manage the production team volunteers at both campuses.
- Provide technical support to Flower Mound Tech Associate and the Tech Arts Volunteers (production team) in sound, lighting, stage, media, camera, interns, with setup/teardown and coverage during events - for all campuses.
- Coordinate all technical requirements for special events, including media, lighting, and audio.
- Develop weekend services, including video, livestream, screen input, song lyric preparations, announcement slides, and set design.
- Maintain and manage all A/V systems, including regular maintenance needs and the backstage area.
- Foster a culture of service, inspiration, and fulfillment among team members.
- Pursue ongoing education and training to improve leadership and media-related skills.

Other Staff Responsibilities:

- Be a contributing, valued member of both the Worship Arts Ministry Leadership Team and Sent Church Staff by attending all staff meetings, leadership team meetings and the leading of Worship Arts D-TEAMS (discipleship groups)
- Manage projects, organize tasks, and prioritize workload that may arise to assist the team in the fulfillment of the mission of the church.
- Available to work evenings and weekends as required, and during non-business hours should be available for rare emergency work
- Suggest A/V improvements and best practices when appropriate.
- Reports all tech-related equipment issues directly to Worship Arts Pastor.
- Be actively involved in the church and in a small group or discipleship group.

Other Expectations:

- Maintain personal spiritual disciplines necessary for vibrant spiritual leadership.
- Embody Ministry Practices and Statement of Ethics (see Handbook).
- Passionately seek to fulfill the vision and values of Sent Church (see Handbook).
- Faithfully model Membership commitments of The Wesleyan Church (see Handbook).

To apply, email your resume to Worship Pastor Briana Stacy at bstacy@sentchurch.cc