



SECOND PRESBYTERIAN CHURCH Indianapolis, Indiana

MULTIMEDIA (AV) TECHNICIAN PART- TIME

ACCOUNTABILITY

The **Multimedia (AV) Technician- Part Time** is accountable to the Session through the Personnel Committee of Second Presbyterian Church and serves under the direction of the Director of Communications and Multimedia, the Director of Technology and Administrative Services and the Senior Pastor of Second Presbyterian Church.

PERSONAL QUALIFICATIONS

- Holds and demonstrates Christian values
- Strong communication skills, friendly disposition, flexible, good follow through, dependable and reliable
- Strong team skills
- Takes initiative and has a willingness to learn and adapt
- Varied hours as required by request for multimedia equipment and technician

PROFESSIONAL QUALIFICATIONS

- Linear Video editing skills preferred but not required

RESPONSIBILITIES

- Regularly scheduled hours will be from 1pm to 7pm each Sunday
- Set up and operate systems for the Families@Five service.
- Return equipment to storage and shut down system following Families@Five.
- Report any problems or concerns to Multimedia Technician or Director of Communications and Multimedia.
- Check-in and coordinate with Multimedia Technician for microphone setups for Second@Six service.
- Operate recording audio, cameras and streaming for Second@Six.
- Assist Multimedia Technician with equipment return to storage and clean up following Second@Six.
- Be available for funerals, or other events as scheduled.