

**Title:** Audio Visual Coordinator (Full-Time)

**Ministry Area:** Worship Ministries

**Accountability:** Pastor of Worship Ministries & Executive Pastor

**Ministry Mission:** To implement the ministries of South Church through audio, visual, lighting, and electronic media

**Education:** 4 year Bachelor Degree or equivalent (with relevant coursework preferred)

**Experience:** 3 years in relevant field (preferred); experience with mixing audio on digital console

**Compensation:** TBD according to experience and qualifications

**Qualifications:**

1. A testimony of conversion and an evident commitment to following Jesus Christ.
2. Understands and is committed to the doctrinal statement, ministry ethos, philosophy, and vision of South Church and its policies.
3. Values the ministry of every generation at South and is committed to various styles of music within the various worship services.

**Specific Responsibilities:**

1. Execute the media needed for all morning and evening worship services, weddings, funerals, special events and other scheduled activities in the Worship Center and other South-related locations
2. Recruit, train and schedule volunteers in areas of sound, lighting, projection, videographers and other Media room helpers
3. Train teachers on classroom AV equipment when necessary
4. Troubleshoot classroom AV-related problems and provide Sunday morning technical support to all teachers
5. Responsible for the timely set-up, take-down, storage, inventory, repair and maintenance of all audio/visual equipment owned by South Church
6. Maintain compliance with all OSHA and South Church standards for sound reinforcement
7. Responsible for all types of media recordings (CD and DVD) of all services and other requested events along with maintaining the highest level of post-production quality possible
8. Responsible for keeping the Media Ministry content up-to-date and maintain the archive library of messages and programs in conjunction with the Webmaster
9. Facilitate and schedule the web-streaming of all pertinent South Church events
10. Carry out the vision and mission for the Media Ministry set forth by worship pastor
11. Help create and edit videos for church services and other ministries
12. Assist with the development of the budget for the ministry needs and submit to worship pastor