



Staff Role Description

Technical Director

Ministry:	Central Production
Reports To:	Production Director
Average Hours Per Week:	Full-time, 40+ hours per week
Job Type:	Exempt
Last Revision Date:	February 2023

Role Overview

The Technical Director is responsible for the preparation and implementation of all technical aspects of The Chapel's weekend experiences and special events. This person will lead, equip, recruit and shepherd volunteers in the use of media and technology; have a good grasp of current technology and be able to influence the shaping the production ministry. The Technical Director will be responsible for providing reliable, consistent and the highest quality multimedia support as it relates to audio, video, lighting, stage design, graphics and projection systems. This person will execute and direct the pre-production, rehearsal and live production of weekend experiences and special events. The Technical Director must have grace under pressure and the ability to effectively and quickly adjust in a constantly changing environment.

Essential Requirements

The Technical Director must embody the purpose, vision and values of The Chapel by being a visible example and model to all those within their scope of influence as outlined below.

Our **PURPOSE**: *To help people come alive to God*

Big Idea: Revival -- All of God in all of us for all of our world

Revival happens when we help our people ...

- Carry the Christianity of Jesus
- Pray Heaven to Earth
- Be a Force for Good
- Live as part of a Kingdom Community

Our **VISION**: *To help ignite a spiritual revolution*

We want to see our purpose of helping people come alive to God happen on a grand scale by multiplying Kingdom Communities through ...

- Widespread Spiritual Awakening (All of God)
- Revitalization of the Church (All of us)
- Transformation of Society (All of our world)

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Our **VALUES**: *We are a people completely giving ourselves to God and others, believing Him for really big things, never pretending to be anything we aren't – and finding ways to enjoy life and have a lot of fun along the way.*

- Be All-In: A fully-committed people who come in third
- Have Expectant Faith: He is who he said he is and will do what he said he will do
- Be Authentic: Honest, forthright, plain-spoken and integrity-filled
- Have Fun: Vibrant, winsome, joyful people

Additionally, the Technical Director must ...

- Be an example of the type of Christ follower that we want our people to become by holding to our statement of beliefs, practicing our approach to ministry and embodying our culture
- Demonstrate a passion and aptitude for making disciples of Jesus and embrace genuine Christian community as the primary vehicle of discipleship at The Chapel
- Believe that the Holy Spirit indwells and empowers every follower of Jesus, and consistently experience the very power and presence of God at work inside, through, and around themselves as they participate in God's mission in the world
- Share in the continued mission of Jesus by consistently ministering, through the power of the Holy Spirit, God's presence, love, truth, and power to all those encountered
- Have a strong relationship with God, as evidenced by a healthy devotional and moral lifestyle
- Have a strong family life, as evidenced by the quality of the relationship with their spouse and children (where applicable) and their ability to effectively manage their finances
- Be inspiring, motivating others to sacrifice for God
- Be an effective communicator, both formally and informally, with warm and engaging interpersonal skills that are both relational and inspiring
- Have demonstrated abilities as an action-oriented leader, able to cast vision and align leaders
- Have demonstrated abilities in identifying, recruiting, equipping, and shepherding volunteers and volunteer leaders
- Have the ability to multi-task efficiently and effectively, prioritizing according to ministry needs
- Have strong ability to use all computer software and programs needed to accomplish tasks
- Have a minimum of 2 years of experience in a production setting with primary responsibility over all aspects of the ministry including audio, video, lighting, stage design, graphics and projection systems
- Have the ability to travel independently to any Chapel campus or event location
- Have proven and successful experience in all areas under the Primary Responsibilities
- Experience with black magic cameras/converters, Ross/atem video switchers, camera shading/coloring and projection desired

Primary Responsibilities

- Live direct and manage all technical aspects of Weekend Experiences and other events. This person must demonstrate competence in FOH mixing and have a good grasp of current audio technology.
- Direct Technical pre-production: concept meetings, scenic design layout, equipment management, build lighting cues/design, manage and schedule volunteer technical teams, budgeting, and delegating key responsibilities

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- Oversee/Direct Live Experience Production: stage layout, set-up and strike, scenic stage design, FOH Audio, lighting, Camera operation, IMAG, Live video directing, run-thru, acquisition of live service elements, service order/cue sheet administration
- Direct Post-production: evaluation, stage maintenance, equipment maintenance, prop management, archiving, trouble-shooting, scheduling, celebration with volunteer technical teams
- Oversee operation, training and maintenance of all stage and tech equipment, and maintain correct and safe rigging of all scenic design and stage lighting
- Provide excellent production management, FOH sound, lighting, stagecraft/design, stage management, projection, and video, as well as coordinating service content with the creative ministry staff
- Collaborate with Worship Directors, Central Worship, and Campus Pastors on all weekend experiences and events
- Administrate, maintain, archive, and oversee Service Orders/Cue Sheets and other communications
- Oversee a large team of volunteers by proactively leading, equipping, recruiting and shepherding ministry volunteers in the most efficient and strategic use of media and technology
- Maintain and upgrade current audio and visual systems as needed
- Run effective rehearsals for weekend experience; print/copy needed material; maintain Cue Sheets/Service Orders and databases; provide strong spiritual and creative direction/leadership of volunteers during rehearsals/run-thru
- Participate in worship audition processes
- Create elements for weekend services (as gifted)
- Network and build relationship with other tech professionals to forward he creativity for weekend experiences and special events
- Attend all necessary staff meetings (all-staff, campus, production, etc.)

This staff role description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.