

# The Ridge\_Roles

## Role: Production/Tech Director

### Reports to/Direct Report: Worship Pastor/Assistant

#### Purpose:

The Production Director is a hard-working, leader who is experienced in coaching teams and building a strong, dynamic environment for worship experiences. The Production Director is primarily responsible for overseeing all production/technical aspects of the worship experiences for our in-person and online church community. This role will also provide production and technical leadership to pursue excellence for all events requiring production teams.

#### Responsibilities:

The Production Director oversees all audio, video, lighting, and live-streaming needs for Sunday worship services or other events as needed. The Production Director works with pastors, worship & music teams, and other ministry areas to effectively communicate their objectives. Oversee, lead, and develop production volunteer teams during worship. Perform other duties assigned by the Worship Pastor/Assistant.

#### Weekly Time Commitment

During the week, the Production Director is scheduled they are to get familiar with the service, so to have a heads up on what is happening to the best of their ability.

Wednesday weekly rehearsal: 7-8pm (1 hour)

Sunday services 7:15am-12:15pm (5 hours)

#### Required Competency and/or Training

1. Excellent interpersonal skills
2. Self-directed, strong organization, and time-management skills
3. Familiar with our Midas 32 soundboard
4. Familiar with video switching, vMix and live-streaming
5. Continued growth in technical knowledge is required
6. Teachable/humble spirit and a team player

7. Self-aware, and able to give and receive constructive criticism with grace
8. Demonstrate high levels of creativity, adaptability, flexibility, and initiative
9. Has taken/or is taking all Video Courses within the Worship Ministry School

## **Expectations**

- The Production/Tech Director will serve as a troubleshooter for all technical positions, making sure all equipment and personnel are working to their potential
- The Production/Tech Director shows up looking professional, not in sweatpants (should be clean/represent the church well with a non-distracting appearance)
- The Director should continuously be looking at all stations for issues that would help with the quality of the online or in-person experience.
- The Production/Tech Director is expected to attend any worship team gatherings for training or fellowship

## **Review Period/Feedback**

This position is reviewable every 6 months.

In the review we will:

- Discuss development in the current role
- Discuss transition if needed
- Address any big picture issues with the role
- Make a plan for the next 6 months