



JOB DESCRIPTION

Title: Technical Director Department: Administrative Supervisor: Worship Pastor Craig Crynes Work Hours: 40 hours per week	Status Category: 3 Staff Category: Full-Time Administrative Pay Method: Salaried Job Description Updated: 6/15/2022
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POSITION SUMMARY

The goal of the Technical Director (TD) position is to be the liaison among the Community Christian Church (CCC) staff and volunteers who plan and execute our Sunday services and special events. A successful TD is an incredible team player, serves the vision of the Worship Pastor, manages resources, and shepherds people along the way.

QUALIFICATIONS

- Christ-follower
- Demonstrate a high degree of professionalism, trustworthiness, discernment, good judgment, and integrity
- Excellent written and verbal communication skills
- Coachable and approachable
- Be solutions-oriented, have vital planning and problem-solving skills
- Be organized, efficient, and demonstrate strong time management skills
- Proactive and take the initiative to ensure projects are completed in a timely manner

RESPONSIBILITIES

- Technical Arts
 - Operate and maintain the technical assets of CCC as it relates to audio, and assist with video and lighting equipment, as well
 - Oversee and lead technical installations at the Tamarac and Pompano Beach campuses as self-installation or partnering with AVL integrators
 - Research and lead out in ways to improve our sound
 - Learn and be equipped to lead live production for services and special events
 - Responsible for our lobby and outdoor audio set-up
 - Be cross-trained by Media Pastor on live video production and function as a back-up in that role
 - Assist Media Pastor with audio for production video projects, and video editing on smaller-scale projects that are within your level of video editing experience
- Sunday Services and other special events
 - Operate sound console for Sunday services and other events and rehearsals
 - Partner with Community Kids and Community Students staff to recruit and train volunteers to handle live sound mixing for their services, events, and activities
 - Work to increase the level of excellence in our live and online sound
 - Partner with Media Pastor and Visual Arts Director to create excellence in our services
 - Help with creative pieces that compliment a sermon series, major event, or church-wide initiative
 - Oversee and assist with the programming of ProPresenter
- Community Worship (CW)
 - Partner with CW to write, produce, record, mix, and master original worship songs
 - Work with band and vocals on creating the best possible sound and in-ear mix
 - Speak into song selection and arrangements of worship songs



- Volunteer Culture
 - Help cultivate a sense of belonging, ownership, and gratitude toward serving as part of CW in the area of production.
 - Recruit and lead teams for live and broadcast sound
 - Develop stagehands
 - Develop and oversee the technical teams for the Sunday services and other church-wide events and activities, and Community Kids and Community Students services, activities, and events
 - Develop culture and pool of volunteers who can serve in any environment including Community Kids and Community Students

Employment At-Will

All employees of CCC are at-will, as such, are free to resign any time without reason. CCC likewise retains the right to terminate an employee's employment with or without cause or notice.

Nothing contained in this job description or any other document provided to the employee is intended to be, nor should it be, construed as a guarantee that employment or any benefit will be continued for any period of time. Any salary figures provided to an employee in annual or monthly terms are stated for convenience or to facilitate comparisons that are not intended and do not create an employment contract for any specific period.

No manager, supervisor, or employee of CCC has any authority to enter into any agreement for employment for any specified period of time or to make any agreement for employment other than at will.

I have read and received a copy of my job description. I understand this overrides anything I have been given or told in the past. I understand that I am expected to follow my job as outlined above. I will speak with my immediate supervisor if I have any questions concerning what is expected of me. I also understand that the statements herein are intended to describe the general nature and level of work being performed by staff members and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of staff so classified. Therefore, the individual may perform other related tasks.

It is required that all CCC staff members agree with the vision, values, and Statement of Faith of CCC and adhere to the guidelines and conditions for employment as outlined in the Employee Handbook. Those who serve the Lord at CCC are expected to embrace a high biblical standard of personal conduct and lifestyle, both public and personal.

Employee Signature: _____ Date Signed: _____

Supervisor Signature: _____ Date Signed: _____