

**NEW HOPE CHURCH**  
**Technical Ministry Coordinator**  
**JOB DESCRIPTION**

***Title*** Technical Ministries Coordinator/Team leader  
***Accountability*** Church Administrator  
***Position*** Part-Time / 10 -20 hours per week

***Team Objective*** The Technical Ministries Team is responsible for sound, lighting, video & recordings. They provide technical support for all worship services, other church ministries, and various special events throughout the year.

***Primary Responsibilities:***

1. Work closely with Director of Music, Pastors and Worship Leaders to create a seamless worship experience with little or no distractions.
2. Coordinate Set up and secure/tear down of all Sound System needs; mics & mic stand, monitors & speakers needed for worship Services, Rehearsals and special events.
3. Monitor and communicate church needs and upgrades as they arise with the Director of Music. Meeting regularly with Director of Music.
4. Develop, coach and train Tech volunteers as a ministry to the Lord and part of the worship team at NHC.
5. Recruit tech team members to insure adequate staffing for Sundays, Easter week, Christmas Eve, Women's retreat, various special events, wedding & Band rehearsals as requested.
6. Assist with maintenance, organization, upgrades of system and equipment needs, research, overall room sound and video projection capabilities.
7. Coordinate quality recordings of service messages and other special events
8. Be continually learning and incorporating new technologies and advancements as it relates to the needs of New Hope Church.

***Qualifications:***

- Knowledge of advanced sound engineering
- 2 yrs of Live sound mixing or Sound engineering experience
- Good leadership and organizational skills
- Strong communication and interpersonal skills.
- A love for Christ and a heart to seek God