

Job Title :: Production/IT Director
Reports To :: Nick Carleton, Worship Pastor

The Vail Church
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thevailchurch.com



About Us ::

The Vail Church is a non-denominational, Bible-centered, elder-governed, staff-led and people-empowered church that has the privilege of serving people from all over the world who come to experience the beautiful Vail Valley.

Jesus Christ is the center of all that we do and all that we pursue. He alone changes our lives from the inside-out. We want to fall deeper in love with Christ and foster a climate where He can sharpen our minds, transform our hearts, and empower our hands to know Him and make Him known. We use technology heavily within our ministry context, and it requires a great deal of oversight.

Job Description ::

The Production/IT Director will oversee technology at The Vail Church. This role is largely comprised of two parts. One part oversees the various aspects of technology at all church gatherings, primarily in our weekend services as the Production Director. The second part, as IT Director, maintains the various technologies around our campus and provides support to staff and volunteers as needed. The ideal candidate would be technically proficient with audio/video/lighting presentation systems and computer software and hardware. The goal of this role is to ensure that technology enables and empowers the ministry of our church. The ideal candidate will be passionate about the use of technology and its ever-changing capabilities to enhance worship experiences and general church ministry. This is a full-time (40+ hours/week) position.

Responsibilities ::

- Oversee A/V/L volunteer teams. This includes scheduling, training and technical support as needed.
- Oversee A/V/L equipment in the sanctuary and throughout the building.
- Support satellite campuses with technology needs for worship through music and teaching.
- Oversee updates, maintenance, and expansion of church website on a weekly basis as needed.
- Provide on-site support to staff and volunteers with computer and networking support as needed.
- Regularly update and maintain the church website and media content management service. This includes creating web pages for various events, building registration pages, and uploading weekly sermon videos and notes.
- Manage the stage setup and teardown for Sunday mornings and other gatherings as needed. This includes running cables, checking lines, setting up microphones and direct boxes, labeling the soundboard, routing monitor channels and other tasks.
- Load the booth computer (Pro Presenter) with lyrics, videos and whatever is needed for upcoming worship gatherings and make sure that all the content is in the correct order.
- Champion all technical aspects of the worship ministry in order to teach volunteers how to use the equipment we have, and be able to troubleshoot equipment that isn't working properly.
- Edit and upload Sunday morning sermon videos to be published on the TVC app and website. Also upload the proper resources (sermon notes, small group notes, video illustrations, etc.).
- Shoot, edit and produce weekly video announcements, as well as other video projects that arise.
- Be on-call for technical issues during non-office hour programs (Worship nights, bible studies, student ministry events, etc.)

Qualifications ::**Work Requirements ::**

- Knowledge and experience with digital sound consoles and recording, both live and in a studio
- Knowledge of ProPresenter, Keynote and Powerpoint for use in worship services
- Knowledge of video editing and production software
- Knowledge and experience with lighting systems in a church and/or worship setting
- Knowledge of church video systems for recording and streaming/broadcasting
- Proficiency with computer and mobile technology in general (We are primarily in an Apple ecosystem)

Personal Requirements ::

- Demonstrate maturity in their Christian faith
- Have a love for and commitment to the mission and vision of The Vail Church
- Display a friendly and professional demeanor and composure under pressure
- Possess strong relational and interpersonal skills
- Strive to live above reproach and with integrity according to biblical principles

Apply ::

Thank you for taking the time to view this employment opportunity. If you are interested in this position, please submit your resume to ncarleton@thevailchurch.com. We look forward to hearing from you soon!