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WORSHIP ROLES AND TEAMS

Sound and Light Team

Why/Goal of the position: The Sound and Light Team creates quality sound and lighting experiences for all Sunday morning worship services and other special services.

Roles on Team:

- Staff Sound Technician
- Volunteer Sound Technicians

Reporting Relationships:

- Staff Sound Technician reports to Pastors.
- Volunteer Sound Technicians report to Staff Sound Technician and checks in with Worship Assistant.
- The Staff Sound Technician, as leader of the Sound and Lighting Team, is responsible for coordinating the duties /responsibilities of the Volunteer Sound Technicians, as listed below.

Duties/Responsibilities:

Staff Sound Technician

- With support of pastors, coordinates the formation of the volunteer team and provides training.
- Ensures that a sound tech is scheduled for each worship service, through the use of the TimetoSignUp, and email, or other forms of communication as necessary.
- For special events, ensures coverage is in place for any sound needs throughout the church.
- Oversees communication to the volunteer sound techs as to necessary equipment needed for each service and any special requests or needs that are known in advance.

Volunteer Sound Technicians

- Arrives 30 minutes prior to the worship service.
- Ensures the audio and lighting equipment is in working order.
- Checks in with the Worship Assistant to receive any last minute instructions about special needs for the service.
- Provides and sets up any mics and lighting needed for each worship service.
- Manages the sound and lighting for the worship service.
- Records the sermons.
- Manages the sound mix for the WINGS Band.

What materials they need access to (materials, passwords, keys, etc.):

- Keys to access the tech closet/sound board cabinet
- Worship Center computer password
- TimetoSignUp and email

What training is involved for the role:

- Training on sound and lighting controls
- Knowledge of what will take place during the worship service