

A. Job History:

Job Title: Production Technician - Shakopee
 Reports to (Title): Shakopee Campus Production Mgr Department: Production
 Date Job Created: December 2018 Created by: Trevor Chick

HR USE ONLY: Exempt Non-exempt **Hours: 20 hours/ week**

B. Strategic Role Summary:

The Production Technician - Shakopee is primarily responsible technically supporting all the ministries within Hosanna. Support includes audio, visual, and lighting, focusing primarily on audio.

C. Key Responsibilities (Essential Output):

1)	Responsible for the audio support for the ministries within Hosanna! as needed and as assigned. These include, but not limited to, weekend services, mid-week youth programming, and special events.
2)	Effectively and accurately maintain audio equipment throughout Hosanna! - Shakopee.
3)	Provide technical support for other campuses as assigned by Director of Production
4)	Participate in team meetings and other assigned meetings.
5)	Responsible for effectively communicating with the various ministries the Production team supports.
6)	Explore cutting edge ways to lead Hosanna - Shakopee audio department.
7)	Support the worship leaders in creating innovative and creative elements thru excellence.
8)	Responsible for recruiting, developing, encouraging and leading volunteers and/or team of volunteers where appropriate within the ministry.
9)	Other duties and responsibilities as assigned by supervisor.

D. Education/Experience:

	Required	Preferred	Major Course of Study/Description	Years of Exp.
HS Diploma/Equivalent	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Bachelor's Degree	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Or equivalent in technical school	
Experience with recruiting and training volunteers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Experience with audio equipment, preventative maintenance, and trouble shooting, best practices. Experience/skill with live production – audio, video, lighting, multimedia, music & stage design.	2 years

E. Core Competencies:

•	Mature faith, a personal relationship with Jesus Christ, commitment to the Teaching Statement and ministries of Hosanna!, a signed Hosanna! Leadership Covenant, and submission to Biblical authority.
•	Membership in the congregation and worship at Hosanna! required.
•	Knowledge of live production – audio, video, lighting, multi-media, music and stage design.
•	Experience/skills with technical equipment, preventative maintenance and troubleshooting.
•	Strong team leader with the ability to develop, equip and encourage volunteers.
•	Effective communication skills; written, verbal and interpersonal.
•	Ability to manage projects, delegating task to other and meeting deadlines.
•	Willing to learn new techniques and technologies in production and communications.
•	Able to operate, maintain and organize media on computer systems and production equipment, along with sound boards, cameras, and other technical equipment.
•	Spirit of cooperation and teamwork to function as a key member of the Production and Shakopee teams and other collaboration teams within Hosanna!
•	Proven sensitive and mature interpersonal skills.
•	Ability to be a self starter, take ownership, and create structure within an unstructured environment.

F. Working Conditions/Physical Demands:

•	Schedule includes working evenings, weekends, and extended hours as required by ministry and events as needed. This includes Christmas Eve, Christmas Concert and Easter. Typical hours will be split between weekdays and the weekends/evenings with a primary focus on regular programming.
•	Able to set up and take down production equipment, including but not limited to, audio equipment, cameras, tripods, lights, sandbags, etc. Able to lift 50+ pounds as necessary for the production equipment.
•	Requires repetitive and extended computer work, including keyboard and mouse usage.
•	Extensive standing, walking and sitting for extended periods of time.