



4200 Cary Street Road | Richmond, Virginia 23221
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Sound Technician | Job Description

The Sound Technician is responsible for ensuring high-quality audio for the weekly 9:30 and 11:00 am Sunday in-person worship services and managing the audio for the 11:00 am worship live stream. This is a part-time, non-exempt position of approximately 4-6 hours per week on Sunday mornings and occasionally other days of the week.

Responsibilities and Duties

The responsibilities of the Sound Technician include, but are not limited to:

- Overseeing all aspects of audio for the 9:30 and 11:00 am worship services
- Producing high-quality sound for the 9:30 am in-person worship service
- Producing high-quality sound for the 11:00 am live stream
- Setting up and assisting with tear down of audio equipment for 9:30 am service
- Performing sound checks prior to the 9:30 and 11:00 am worship services
- Serving as back up for video producer
- Training and directing sound system volunteers for in-person worship at the 11:00 am service
- Supporting the ministries and mission of the church, forming positive relationships with church staff, members, and volunteers
- Other duties as assigned by supervisor

Qualifications and Skills

- Proficiency in operating audio equipment
- Experience producing live sound required
- Experience with live music and speaking productions required
- Familiarity with live video production preferred
- Reliability and ability to commit to weekly Sunday morning work schedule
- Strong communication, problem solving, project management, and organizational skills with strong attention to detail
- Willingness to work with staff and volunteers in a supportive, collegial team relationship
- Experience training volunteers and staff preferred

Expected Hours of Work

This is a part-time position of 4-6 hours per week paid at an hourly rate. Onsite presence is required weekly on Sunday mornings, approximately 8:00 am-12:30 pm. Additional hours for weekly events or special projects are available but not required.

Accountability

The Sound Technician is supervised by the Director of Music and Worship and is subject to the jurisdiction of the Lead Pastor and the Staff Relations and Finance Committee.

Physical Demands

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of the job. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions.

While performing the responsibilities of the job, the employee is required to sit and use their hands and fingers to handle or feel. The employee is required to see, talk, hear, stand, walk, reach with arms and hands, climb stairs and balance (the offices of Reveille United Methodist Church are in an historic four-story building without an elevator and some audio equipment is in an area accessible only by stairs), and to stoop, kneel, and lift up to 50 pounds to move equipment and materials. Vision abilities required by this job include close vision for use of computer and ability to read materials related to the position.

Conclusion

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this job. This job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.