



<b>Job Title</b>	<i>Production Associate</i>
<b>Reports to</b>	<i>Technology Director</i>
<b>Hourly Position</b>	<i>40 hours per week – overtime based on organizational needs – weekend &amp; some evenings req.</i>

### **Job purpose**

- To assist the Technology Director in fulfilling the communication strategy of Lakes Church. This includes providing consistency in our various communication channels to help achieve the overall mission of Lakes Church. The mission of Lakes Church is one church, multiple locations on mission to glorify God by staying tethered to Christ through His Word, and reaching central Florida with the Gospel by turning members into missionaries. To work with the Technology Director in the production of events at all of our campuses. To assist the Technology Director as needed in various ministries to communicate the Mission of Lakes Church. The Production Associate will be responsible to support the leadership of the Senior Pastor, collaborate with communications team members and ministry team leaders to accomplish day-to-day objectives.

### **Duties and responsibilities**

- Prepare for & execute various production events across all of our campuses, including weekly services:
  - This could include, but is not limited to the following:
    - Networking
    - Digital Audio Mixing
    - Lighting Console Programming & Operating
    - Video Broadcast Console Operations
    - ProPresenter Presentation Operations
    - Ability to train others
    - Installation and commissioning of AVL gear
    - MAC/PC operations

### **Qualifications**

- A mature Christian faith and commitment to the Christian life.
- A servant's heart that desires to use media and technology to share the Gospel of Jesus Christ with the world.
- A heart that is in line with the vision of Lakes Church.
- Self-starter mentality.
- 5+ years in a live production environment operating, integrating and/or maintaining production systems.
- Experience with AVL IP Networking such as Artnet, SAcN, Dante and/or Qsys
- Experience with various Digital Audio Consoles
- Experience with various Lighting Consoles
- Experience with various Video Broadcast Consoles
- Experience with ProPresenter presentation software
- Training and developing volunteers.
- Experience in installation and commissioning of AVL gear
- MAC/PC Proficiency
- Must be willing to continue learning through various training/certification and/or conference opportunities.

**Education**

High School Diploma or GED

Bachelor's Degree in a related technology/production field or proven job experience preferred.

**Direct reports**

The Production Associate works under the supervision of the Technology Director and is accountable to the Executive Pastor, Associate Pastor, Senior Pastor and the Personnel Committee of this church.

<b>Approved by:</b>	
<b>Date approved:</b>	
<b>Reviewed:</b>	