



Position Title: TECHNICAL DIRECTOR
Position Status: Full-Time
Cornwall Church, Bellingham WA
Reports To: Creative Arts Pastor

ABOUT

We are a dynamic church located in Bellingham, Washington with a vision to glorify God by altering the spiritual landscape, one life at a time, through Jesus. Through relevant, Christ-centered and Biblically-based gatherings, Cornwall Church desires to help attenders take next steps in their spiritual faith journeys. The Technical/Production Director has oversight and responsibility for technical staff and interns, the technical aspects of the Online Campus, and ultimately to prepare, execute and oversee all sound, video and lighting volunteers and elements for Cornwall Church weekend services and events.

ESSENTIAL JOB FUNCTIONS

- **Leadership & Vision.** Oversight and on-going training of Audio Director, Video Director and their respective volunteer teams; ability to cast team vision and create a culture and attainable steps to achieve it; and a humility and willingness to serve and step-in to any role, as needed.
- **Services & Events.** Be present at all midweek rehearsals, weekend and Refuge services and special events to provide quality control of technical aspects.
- **Online Campus.** Knowledge of the church online platforms and its means for livestreaming broadcasts to Facebook, YouTube and the Cornwall Church app.
- **Stage & Light Design.** Planning and execution of set and lighting designs for sermon series and coordination and special events and the ability to help create complementary designs for campuses.

ADDITIONAL RESPONSIBILITIES

- Recruit and train volunteers to lead and serve with excellence and schedule/prepare training and appreciation events.
- Utilize Planning Center to schedule teams.
- Meet with Creative Arts Pastor and Creative Arts Team weekly and attend Cornwall Church all-staff meetings monthly.
- Equipment asset inventory, maintenance and supply ordering for all campuses.
- Serve at Cornwall Church events (i.e. Christmas services, Refuge, Year End Celebration, etc.) that support the strategy and vision of the church.
- A team player with an ability to work with all ministries in supporting their technical needs and a comfortability working with volunteers of all stages of life.
- Advance preparation, organization and planning while being flexible and spontaneous.
- Maintain a personal life consistent with Biblical principles – living above reproach in personal and public lifestyle.
- Seek out personal training and growth opportunities as the Technical Director.

ADDITIONAL RESPONSIBILITIES continued ...

- *Oversee the Tech Budget.*
- *Serve as a resource to Campus Technical Directors with general oversight.*
- *Confidentiality – keeping shared personal or leadership-level details in strict confidence.*
- *Agreement with the vision, strategy, and direction of Cornwall Church; and as a staff person in agreement with and active participant in our ministry strategy, staff values, and staff expectations as primarily outlined in the Cornwall Church Employee Personnel Policies, Guidelines and Procedures Handbook.*

PREFERRED EXPERIENCE

- *Multi-site technical systems and troubleshooting.*
- *Audio networking.*
- *Audio mixing, system installation and troubleshooting.*
- *HD broadcast video production, system installation and troubleshooting.*
- *Lighting design, maintenance, system installation and troubleshooting.*
- *Proficiency in Microsoft Windows and Office Suite.*