



FIRST FREE  
CHURCH

## Assistant Technical Ministries Director

Job Description

### Summary

First Free is looking for an Assistant Tech Director to join our team! We value a team-based, Christ-focused, servant-leadership culture at First Free, and we are looking for an experienced, servant-hearted individual who is passionate about production in the local church. This individual will partner with other tech and worship staff at First Free to help us facilitate Christ-honoring, creative, excellent worship experiences for our church family.

### Structure

This is a full-time, hourly (non-exempt) position of approximately 40 hours per week. The Assistant Technical Ministries Director is part of the Technical Ministry team and reports directly to the Technical Ministry Director.

### Responsibilities

- Train and equip audio volunteers who serve in multiple ministries to help them grow in technical skills.
- Run audio (as part of a rotating team) for our Sunday morning services.
- Prepare for and help run Wednesday night and Sunday morning worship rehearsals.
- Help create an environment that eliminates distractions, enhances the worship experience, and brings creative technical elements (lighting and video) to our services.
- Participate in a team that helps produce, record, and edit creative media including graphics, videos, and podcasts.
- Assist the Tech Director with maintenance, upkeep, and strategic improvements for tech equipment.
- Meet weekly with the Tech and Worship staff to plan for Sunday morning services and other events on campus, contributing to and taking ownership of creative service elements
- Participate in training opportunities (conferences, video courses) to grow audio, video, and production skills.
- Provide assistance and training for student ministry tech volunteers and services.

# Personal Qualifications

## Character and Commitment

- Has a genuine love for the Lord and other people that is exhibited through an authentic, transparent, Christ-centered lifestyle.
- A supporter of the vision, values, and beliefs of First Free Church.
- A leader who thrives in a collaborative team environment.
- A strong planner and organizer able to coordinate with other staff, volunteers, and outside groups to facilitate events on campus with organization and excellence.
- A self-starter who can manage time, prioritize wisely, and manage multiple projects at once.
- A lifelong learner eager to grow in audio, video, and ministry production.
- A collaborative team player, passionate about supporting all church ministries through the effective leadership and coordination of technology resources.

## Minimum Qualifications

- Several years experience working in tech in a church or ministry setting
- Knowledgeable in audio, video, and other live production.
- Strong understanding of audio and video post-production techniques, including experience with Adobe Creative Suite or similar programs
- Excellent planning and organization skills.
- Ability to manage volunteers with a Christ-like leadership style.
- A degree in a tech related field is preferred.