Position Title: Multimedia Technician
Reports to: Director of Music
Education: High School Graduate or equivalent
Experience: Three to five years of experience in a professional role
Compensation: Varies depending on the event
Hours: Part time, Varies

Context
First Universalist is a Unitarian Universalist church, liberal and progressive in its theology. The membership is diverse theologically and includes agnostics, atheists, theists, religious humanists, Buddhists, Jews, liberal Christians, the spiritual but not religious, and more. The congregation consists of approximately 600 adults and 150 children and youth. Founded in 1891, First Universalist strives to meet the diverse needs in our religious community and beyond our walls through social justice and outreach. To learn more go to our web site at www.firstuniversalist.org.

Core Competencies & Qualifications

Mission Focused
Works to further the Mission, Vision, and Ends of First Universalist
Works within the covenant of the church
Employs core values that are consistent with Unitarian Universalist Principles

Maturity
Punctual and reliable presence at the church
Demonstrates sensitivity to others while modeling appropriate and healthy boundaries
Able to connect with members, staff, and others in ways that affirm and empower
Shares creativity within the spirit of collaboration
Demonstrates an ability to track many details well

Interpersonal Skills
Builds appropriate rapport and constructive and effective relationships
Demonstrates active listening and clear communication

Other Core Competencies
Demonstrates proficiency with production management and sound and video editing software
Ability to multi-task and set priorities, with good organizational skills
Understanding of Video projection systems

Responsibilities and Duties
The ideal candidate(s) will be able to work during our weekly services on Sundays from 8:45 am to 12:30 pm.
This position will also work for special events sponsored by the church as well as rentals. We are hoping to have 3 or more people in this role to facilitate flexible scheduling and fill all of the church’s Audio/Visual needs.

Audio
Communicate with Director of Music around sound needs for Sunday services or special event
Conduct a sound check prior to each service/event at least 30 minutes before service begins.
Run sound during services/events at First Universalist
**Video**
Run video projection system during services/events
Evaluate department needs and/or replenish video needs
Create a video to upload to video hosting service from service/event for an additional honorarium

**Media**
Maintain database of media files used during services/events
Upload sermon audio and/or video podcasts to church website for downloads.

**Lighting**
Responsible for stage lighting and allow enough time to adjust lights for proper coverage for each event
Establish several lighting sequences to bring variety and interest to the stage with color lights and effects.

**Stage**
Keep stage neat and clean at all times.
Organize and set (before and after services/events) all sound and video equipment.

**Physical Demands**
Speaking, seeing, hearing, keyboard dexterity, ability to understand and follow directions, sitting, walking, bending, stooping, reaching, climbing, crawling, pushing, pulling, lifting 50-90 pounds

First Universalist is an Equal Employment Opportunity employer. Employment with First Universalist is considered at-will per Colorado’s adherence to the legal doctrine of “employment-at-will.”

Interested applicants, please send your resume to John Hubert john@firstuniversalist.org