



JESUS EXALTED + WORD EXPLAINED
EASTERN STAR CHURCH

Production Team: Audio Board Operator

The Audio Board Operator works with the Lead Video Producer and Production Coordinator in filming Sunday Morning Services at the Main Campus. This position helps to ensure quality visuals for both inside the sanctuary and on the live streaming services. The Audio Board Operator will support and work with the Camera, Switcher, and PPT operators to present the variety of visuals during each service.

Ministry Area/Department	Communications/Production
Position	Audio Board Operator
Accountable To	Lead Video Producer
Ministry Target	General Congregation
Position Is	Volunteer
Position May Be Filled By	ESC Member
Minimum Maturity Level	New, Growing Christian
Spiritual Gifts	Serving
Best Personality Traits	Consistent, Dependable
Length of Service Commitment	One (1) Year Minimum

ANTICIPATED TIME COMMITMENTS

1. Doing ministry/preparing for ministry: 2-3 hours weekly or bi-weekly pending schedule
2. Participating in meetings/training: quarterly

RESPONSIBILITIES/DUTIES

1. Participate in training opportunities as offered.
2. Checks production room equipment for proper functioning prior to services, reporting technical problems and equipment malfunctions.
3. Coordinates the appropriate mix of music and sound for services, and ensures that levels are mixed properly.
4. Ensures the CD/DVD is cued for recording services.