

Title: WEB CAST BROADCAST TECHNICIAN - Volunteer

Responsible to: A/V Worship Team Lead

Purpose: Produce the best possible atmosphere for web cast. This includes, but is not limited to, creating the best webcast production that meets the mood the worship planning team or others wants to convey, and supporting the viewing needs of those watching the event around the world.

Qualifications & Skills Required:

1. Is able to work in a team settings and take directions.
2. Has experience working with Photoshop or Photoshop like program.
3. Is comfortable with computers and can learn new software quickly.
4. Has good communication skills.
5. Is able to think quickly and react/trouble-shoot properly in high stress situations.
6. Is willing to attend training sessions and read/watch other training material for improving existing skills.

Length of Service: MCC Conference 2016

Time Required: Schedule to be posted at a later date. Dependant on Conference Schedule

Tasks:

Pre-event

1. Meet with the A/V Worship Team Lead to get understanding of how the event will flow and what the different elements that will be presented.
2. Perform proper line and video feed check.
3. Perform proper sound check; includes gain settings and proper volume settings.
4. Check with Stage Manager for schedule and any schedule changes.
5. Prepare the software to store the video file in the correct folder and start broadcast at the beginning of the event.
6. Attend rehearsals as required.

During Event

1. Responsible for adjusting sound levels during service as needed.
2. Responsible for choosing cameras and multimedia feeds to enhance viewers experience.
3. Responsible for following worship and other leaders' instructions.
4. Responsible for recording and broadcasting the service.
5. Responsible for following stage and schedule cues.
6. Responsible for providing a distraction-free event as it relates to web cast production.

Post-event

1. Talk with the live audio tech/AV lead to make sure all is set up for next event.
2. Note any broken/faulty equipment and take it out of service if possible.