TECHNICAL LEAD

Part-Time: 10-15 hours/week

Living Word Lutheran Church was founded out of a deep conviction to the Living Word of God, the Bible, His Word which is Holy. Our church family supports one another and spreads the Good News so it is critical that this position worships weekly and prays daily for the church, its members, and its ministry while exploring ways to bring people into a personal relationship with Christ and grow in their faith. Living Word is affiliated with Lutheran Congregations in Mission for Christ (LCMC) and the Augustana District of LCMC.

The **Technical Lead** is responsible for overseeing all technical aspects of a church, including managing audio-visual equipment, live streaming, website maintenance, social media presence, and coordinating a team of volunteers to ensure smooth operation during services and events, all while aligning technology with the church's vision and worship experience. The right candidate is rooted in scripture, growing through worship, prayer, study, fellowship, and service, joyfully proclaiming Jesus Christ as their Lord and Savior.

Responsibilities:
- Technical Operations
    a. Provide vision for the technical aspects of the church.
    b. Manage and maintain all audio-visual equipment (sound systems, cameras, lighting, video, etc.). Arrange for help from volunteers and contractors as needed.
    c. Set up and operate live streaming technology for online services. Recruit, coach, train, and schedule others to carry out these duties.
    d. Troubleshoot technical issues during services and events.
    e. Monitor sound and video quality during live broadcasts, and train others to carry out these duties.
    f. Schedule livestreams in YouTube and Planning Center Publishing, including thumbnail design.
    g. Manage church software subscriptions and other licenses.
- Team Leadership & Collaboration
    a. Recruit, coach, train, and schedule a team of technical volunteers, both for events (Sound Booth Team) as well as ongoing IT system support.
    b. Serve as a first line of technical support for office and building equipment. Engages Communications & Media Technology Board and contractors as necessary to assist.
    c. Attend the monthly Communications & Media Technology Board meetings, serving as staff liaison. Report these activities and recommendations to the Church Council.
    d. Delegate tasks and provide support to technical teams.
    e. Foster a collaborative environment within the technical teams.
    f. Work closely with the worship team to ensure seamless integration of technology during services.
    g. Coordinate with other church staff on special events and ministry initiatives requiring technical support.
- Digital Presence
    a. Maintain and update the church website with relevant information and content.
    b. Create graphics for all worship service-related needs.

     c.   Manage church social media accounts.
     d.   Develop digital marketing strategies to reach new audiences.
     e.   Arrange for sermon podcast upload and any other future podcast.
     f.   Serve as a backup to the Executive Administrator in other communication functions, such as the weekly email. In time, there is a potential to assume this responsibility.

- Strategic Planning
    a. Staying current with emerging technology trends in the church industry.
    b. Identify technology needs and propose upgrades or new equipment purchases.
    c. Manage the technology budget and related expenditures in collaboration with the Communications & Technology Board.
- General
    a. Report directly to and receive guidance and support from the Executive Administrator. Meet weekly to communicate and pray with them.
    b. Attend weekly staff meetings and any annual trainings or retreats. Attendance at weekly staff Bible studies is encouraged and optional.
    c. Maintain regular devotional time and participate in ongoing personal development in knowledge of materials, methods, and techniques.
    d. Other duties as assigned and detailed in performance standards for the position. The above duties may vary based on individual candidate gifts.

Qualifications:
- A clear testimony of personal faith in, and a disciple of, Jesus Christ.
- Any collegiate/university degree in AVLT (Audio, Visual, Lighting, Technology), audio engineering, theatre, worship arts, computer science, information technology, or a related field is preferred; or 3+ years of previous experience or equivalent combination of training, skills, and experience.
- Strong technical proficiency in audio, video, lighting systems, and live streaming platforms, or ability to learn these skills quickly.
- Experience with website content management systems and social media platforms.
- Excellent communication and leadership skills to manage a team of volunteers.
- Ability to work under pressure and troubleshoot issues quickly.
- Passion for using technology to enhance the worship experience and further the church mission.
- Ability to initiate and maintain supportive relationships and a Christian lifestyle that can serve as an example to others
- Biblical literacy and demonstrated fidelity to LWLC's Statement of Faith (https://www.livingwordmarshall.org/statement-of-faith/)

Benefits:
- Pay Range: $20-$30 hourly
- Retirement: Employer contributes 10% of salary to 403(b) retirement plan.
- Earned Sick & Safe Time: 1 hour for every 30 hours worked

Application Process:
Please return a cover letter, resume, and completed Employment Application to Living Word via email (livingword@livingwordmarshall.org), mail (800 E Southview Court, Marshall, MN 56258), or by turning it into the office.