

Get Involved!

We need volunteers to help our team.



Opportunities to serve as:

- Power Point/Easy Worship Operators
- Sound and Recording Board Operators
- Light Board Operators
- Media Duplication (CD-Video)
- Camera Operators
- Video Switchers Operators
- Sound and Video Editing (Protools/Avid)
- Equipment and Cable Managers/Set-up

Make a Difference on the Team!

What is the Big Picture in Media It's all about seeing Jesus

Key Verses to consider:

..... we would see Jesus. *John 12:21*

3 *Let nothing be done through strife or vainglory; but in lowliness of mind let each esteem other better than themselves.*

4 *Look not every man on his own things, but every man also on the things of others.*

Philippians 2:3-4

Remember....

Media Ministry is about the message not the methods we use and it's about people not the piece of equipment we choose

The message determines the method.....The people determine the piece of equipment

Let's look at these elements

The Message

There is one message that can never be compromised and that is the message of the Gospel
No matter what else does not get done the central theme must remain the central focus of our efforts as ministers of media

The People

The messenger – the one speaking and/or singing etc.

The multitude - the ones listening to and/or following the messenger

The medium – the person(s) responsible for making sure the multitude hears / sees / understands the message from the messenger.

Media Ministry is for the **faithful**, the **willing**, the **dedicated**, the **servant hearted**, the **growing**, and the **humble** Christian. *Character will take you further in the media ministry than training*

FBC Training Manual Axiom
“Technical training profiteth little, but a godly technician will be a blessing to those he ministers with and will be continually making an impact for the Kingdom of God”



As minister of media we must

- Strive to master our craft
- Stay within our limitations
- Serve with excellence

Q & A

Do I have to know anything about technology to join a media ministry tech team?

*Knowledge and experience are helpful, but not required.
Training is always available.*

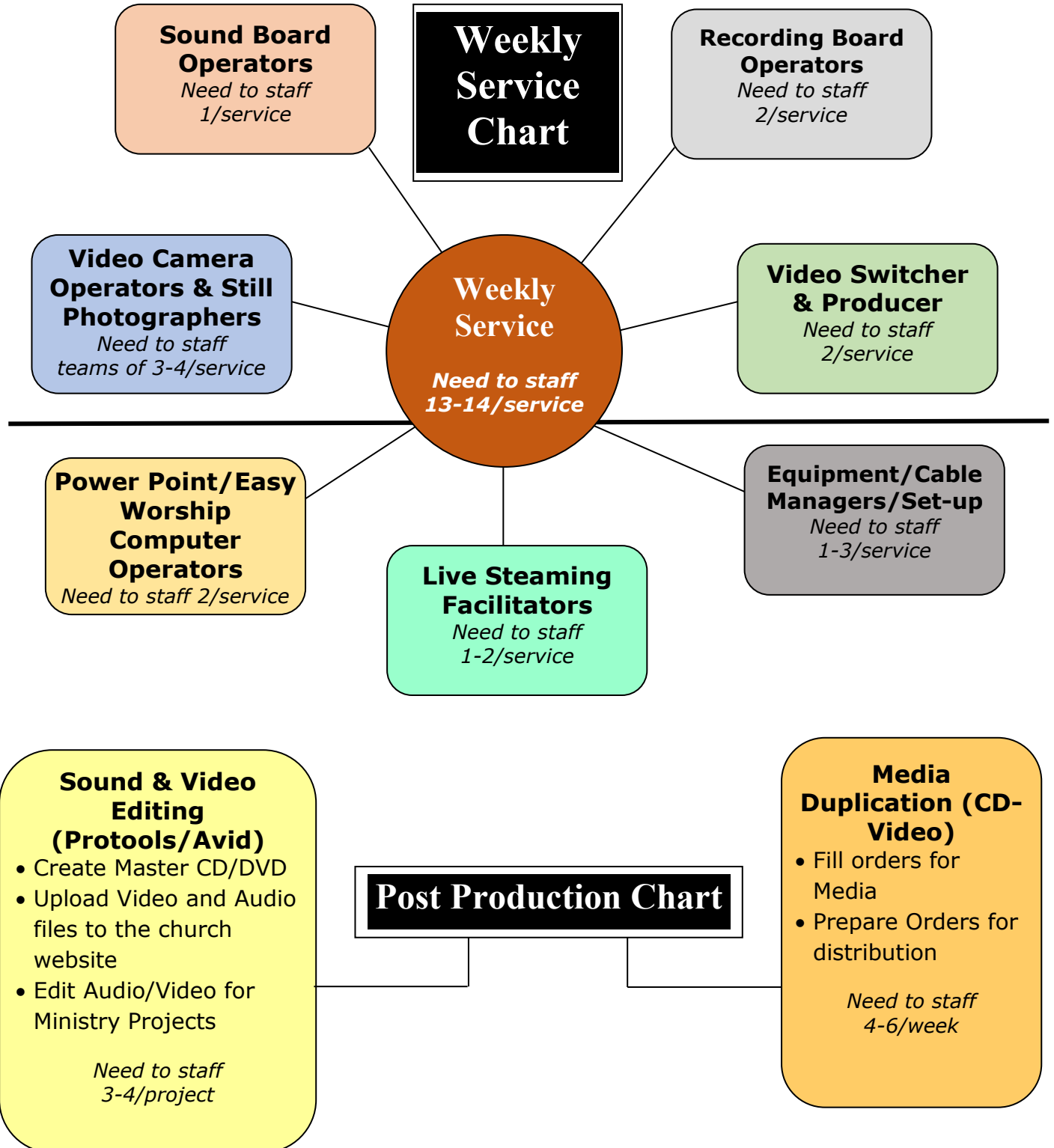
What would I be doing if I were on a media ministry tech team?

- Power Point/Easy Worship Operators
- Sound and Recording Board Operators
- Light Board Operators
- Media Duplication (CD-Tape-Video)
- Camera Operators
- Video Switchers Operators
- Sound and Video Editing (Protools/Avid)
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Organization & Job Descriptions

Worship Technology Ministry Pastor – Pastor Allen Haughton

Worship Technology Ministry Staffing Chart





Sound, Recording, Media & Light Technicians (7-8 per service)

NOTES:

Who:

Men, ladies and teens may serve in these positions that have technical abilities and experience in the usage of the various equipment. Training will take place during actual services in most cases for those not yet ready to run solo.

What:

Technicians are in charge of

- ◆ Managing the controls and equipment of the sound, recording, and light boards during all services and sound checks
- ◆ Training Tech. Assistants
- ◆ Working hand in hand with the music director to produce quality sound, recording, and lighting for the services.
- ◆ **Sound Technicians** are in charge of all sound checks making sure the performers feel comfortable with what they hear and setting the levels on the various boards for the services. Keeping strict watch on time during Sound & Technical Checks, being mindful that these checks are not meant to be rehearsals for the performers but rehearsal for the technicians. *The Sound Tech will be the Lead Technician for the service—providing oversight and assistant to all techs in the Front of House booth*
As the Ministry grows we will add the position of Production Director, who will coordinate all aspects of media for our recording and distribution ministry.
- ◆ **Recording Technicians** need to be sure that we have a quality sound feed for the Recording Ministry, as well as, send an audio feed to the video techs for recording audio on the video. Recording levels should be set during the Sound Checks.
- ◆ **Lighting Technicians** – This position will require some specialized training to understand the lighting needs and the controls on the light board to be able to program the lighting console for the lighting changes needed during a service. Presets have been made to aide the entry level user to be able to minister effectively.
- ◆ **Multimedia Technicians** need to run the Power Point or Easy Worship software programs each service for the announcements and then during the service running the slides for the worship time, the sermon and other presentations as necessary
- ◆ **Video Technicians** need to operate cameras(3/service), video switchers(1/service), video editing software, and produce a video recording of the services. Recording levels should be set during the Sound Checks.

General:

- ◆ Technicians would serve on a service rotation schedule
- ◆ Technicians will be responsible for all pre-service set-up and post-service shut down procedures
- ◆ Technicians will need to attend the regular training and information type meetings
- ◆ Faithful attendance of at least 70% is requested by all technicians to regular services



Media Technicians Assistants & Prompter (1—3 per service)

NOTES:

Who:

Men, ladies and teens may serve in these positions. Teens serving in this position must first serve for a period of time as an Equipment Manager.

What:

Assistants are to:

- ◆ Help with the sound checks and pre-service set-up
- ◆ Learn the responsibilities of the Sound, Recording and Light Technicians
- ◆ Help with set-up prior to sound checks and services as well as post service shut down procedures
- ◆ Serve as Prompters during the service.

Prompters are to:

- ◆ Follow the order of service, the script, and/or the song(s) and give cues to the Sound, Recording and Light Technicians as needed.

General:

- ◆ Assistant Technicians will serve on a service rotation schedule
- ◆ Assistant Technicians will need to attend the regular training and information type meetings
- ◆ Faithful attendance of at least 70% is requested by all Assistant Technicians to regular services



Equipment Managers (1—3 per service)

NOTES:

Who:

Men, ladies and teens may serve in these positions.

What:

Equipment Mangers are to

- ◆ Set-up the mics & monitors on the stage for the sound checks and the services
- ◆ Manage the mic cables and monitors & other props and equipment used during the services.
- ◆ Manage resources and set up in key locations each week: Sunday's—choir room is a multi-use room each week and needs to be reset for ABF, Choir Rehearsal, and Overflow

General:

- ◆ Equipment Managers will serve on a service rotation schedule
- ◆ Equipment Managers will need to attend the regular training and information type meetings
- ◆ Faithful attendance of at least 70% is requested by all Equipment Managers to regular services



Please fill out this information and turn it in to Pastor Allen if you would like to make a difference on the Tech Team!

TECH TEAM Info

Date ____/____/____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact

Cell Phone: _____ - _____ - _____ (Cell Carrier - _____)
Needed for Planning Center Notifications

E-mail: _____@_____._____ Home Phone: _____ - _____ - _____

Date of Birth: ____/____/____
Anniversary: ____/____/____ Spouse's Name: _____

Work:

Occupation: _____

Shift: 1st 2nd 3rd Rotating or Swing

Circle One

Hobbies and Interests:

Areas in the Church you are presently serving:

Areas in the Church you have served in the past:

