

OVERVIEW

Reality SF is a church community located in San Francisco, California, that is committed to following Jesus and seeking renewal in our city. We are committed to doing this by being with Jesus, becoming like Jesus, and doing what Jesus did. To that end, we are looking to hire a talented Audio/Visual Director who will assume responsibility for all A/V operations throughout our church and create an excellent technological experience for our staff and gathering attendees.

ROLE SUMMARY

The Audio/Visual Director will assume the ownership, oversight, and responsibility over all audio and visual production for Reality SF Sunday gatherings and special events.

This person will:

- Manage the Audio/Visual Volunteer Team — which includes all processes pertaining to volunteer onboarding, training, scheduling, communication, and offboarding — while creating systems that best steward the emotional well-being and time-commitment of our volunteers
- Direct the Audio/Visual Volunteer Team on the setup, execution, and breakdown of all things related to A/V production for all RSF events
- Maintain current standards of operation, improve systems and execution of production, and pioneer new ways for the A/V team to create meaningful ways for our congregation to experience Jesus through our Audio/Visual content/production
- Steward RSF resources and equipment including the maintenance, inventory, and upkeep of existing equipment, upgrading and purchasing of new equipment, and implementing protocols and processes of best practices on equipment that RSF owns, rents, or installs for any RSF event or facility

SPECIFIC DUTIES & RESPONSIBILITIES

- **Gathering & Event Production**
 - Oversee the setup/preparation, execution, breakdown, and storage for each of our gatherings at various venues
 - Direct oversight of all components of A/V production at our Sunday gatherings and special events — including audio, video, lighting, stage design, projection, and the backstage coordination aspects of our events
 - Personally run sound, or develop a team to run sound and oversee all tech during midweek band rehearsals, weekend gatherings, and all RSF ministry events that need tech support
 - Oversee the recording, post-production, and upload process of any required audio and/or video from gatherings for web content, podcast purposes, etc.
 - Implement improvements to existing processes and equipment
- **Audio/Visual Team Management**
 - Oversee onboarding (and off-boarding, when needed) of volunteers

AUDIO/VISUAL DIRECTOR

R/SF

JOB DESCRIPTION

- Training new and existing volunteers on proper protocol and best practices
- Scheduling volunteers, contractors, and staff as needed for gatherings
- Communicating needs and requests to volunteer team along with reporting back volunteer experience to staff
- Schedule weekly A/V volunteers for Sunday Gatherings and special events
- Develop and oversee communication to A/V team
- Help plan and run events for worship/tech teams
- **General Staff Expectations**
 - Respond to all staff/volunteer concerns in a timely manner
 - Attend weekly staff meetings on Tuesdays at 10:00AM

QUALIFICATIONS

- Love for Jesus and His Church
- Agreement with the statement of faith, theology, and philosophy of Reality SF as evidenced by lifestyle
- Character and lifestyle of a deacon as described in 1 Timothy 3:8-13
- Experience working in the production/technical side of music/events
 - Ability to operate audio (soundboard), lighting, projection, and video equipment — as well as experience in (or willingness to learn) live streaming for special events
- Experience in teaching others to develop tech skills
- Experience or willingness to learn production/technical skills that are not yet acquired
 - i.e., live event video capture, post-production audio/visual editing and uploading, video production, etc.
- Organized, reliable, and demonstrating great work ethic and integrity
- Excellent interpersonal and communication skills
- An inherent desire to achieve exceptional results in collaboration with the staff and volunteer teams at Reality SF
- Ability to conduct ministry within our core values (faith, humility, hospitality, and rootedness)

EMPLOYMENT STATUS / SCHEDULE

- Part-time to full-time workload subject to consideration, depending on experience
- Additionally, semi-remote work week subject to consideration, depending on experience

SALARY RANGE

Dependent on experience

REPORTS TO

Music Ministry Director

REGULARLY COLLABORATES WITH

Communications & Media Team