

Video Recording/Livestreaming

MINISTRY JOB DESCRIPTION:

GOAL/PURPOSE OF POSITION

- Recording/ Livestream ministry's primary purpose is to keep our church members engaged with worship and life of the church, even if they can't attend in person. Online Audience may include: Shut-ins, snowbirds, vacation, post-secondary students, health concerns, etc.
- Secondary purpose is outreach – our online presence is increasingly becoming the primary way people experience and learn about our church

RESPONSIBLE TO

Worship Committee & Communications Committee

JOB DESCRIPTION

Volunteers will operate the livestreaming equipment for Sunday Morning worship services and special services upon request (such as funerals, weddings). More specifically:

- Operate "vMix" video/audio mixing and production software on the computer
- Operate the PTZ cameras via joystick
- Ensure online livestreaming complies with the GCRC Online Privacy Policy (insofar as is within their control)
- The Volunteer interacts very closely with the Soundboard and Projection Volunteers to ensure a high quality production.

In addition to the above, the Recording/Livestream Ministry Leader will perform the following functions:

- Ensure sufficient number of volunteers are available and are adequately trained
- Create a schedule/rotation for livestream volunteers
- Ensure equipment is operational, and troubleshoot problems as required
- trim Sermon only video for YouTube Public Channel
- Provide DVD images to church secretary for distribution
- Host at least two team meetings per year to review how things are going
- Report to Worship Committee and take back feedback as required

TIME REQUIRED

- Each volunteer will be scheduled to run the Recording/Livestream equipment every 4-5 weeks on Sunday mornings. Special services may happen throughout the week and these requirements are coordinated through the office.
- Volunteers are expected to arrive 20 minutes before the service begins and up to 10 minutes after the service is over to shut down the equipment.

LENGTH OF COMMITMENT

Due to the amount of training involved, we are looking for a minimum 2-year commitment.

TRAINING PROVIDED

On-the-Job-Training is provided for several weeks until the volunteer feels comfortable operating the equipment on their own.

QUALIFICATIONS AND SPECIAL SKILLS

- Strong attention to detail
- Strong ability to remain focused
- Able to multitask
- Good computer skills
- Good communication skills

BENEFITS TO THIS POSITION

- Service in God's church - This role has a significant responsibility as it makes a significant impact to people's faith lives who are limited to participating from home.
- Work with and experience high-tech equipment that has many applications in the world outside of church
- Community Service hours for high school students
- Develop relationships with the many other participants in a worship service

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