



1301 W. 100<sup>th</sup> Ave. Anchorage, AK 99516  
www.kaleoalaska.org

## Job Description for Worship Arts Audio Tech

### Opportunity: Audio Tech

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**Summary:** The Worship Arts ministry at Kaleo is actively engaged in preparing hearts for worship through song. Every team member plays an active role in leading others in worship and removing obstacles. The A/V tech team plays a vital role in making the worship team heard, visual aids seen, and our Sunday service available online.

#### Time Requirements:

- Serve one Sunday service a month plus the prior Tuesday rehearsal.
- Tuesday evenings prior to the Sunday that you are serving typically from 7pm-9pm (2 hour time window may vary depending on team availability).
- Sundays: 10:45am (team prayer) -1:30pm when scheduled that week.

**This Position Reports to:** Worship Arts Director, Mary Giles [mgiles@kaleoalaska.org](mailto:mgiles@kaleoalaska.org)

#### Responsibilities and Authority:

- Connect band and vocalists to sound board at rehearsal and services. Adjust audio settings on sound desk to mix proper volume, EQ and monitor levels as needed.
- At Tuesday rehearsal:
  - Dial in a 90% mix while band is rehearsing and save the scene to the sound board for use on Sunday morning.
  - Coordinate with the band to record each of the songs for the band to practice to during the week. Distribute the recordings as directed by the WA Director.
  - Help new members of the band understand how to adjust the monitor levels.
- At Sunday Services:
  - Replace the batteries in all wireless mics and any instruments that require a battery.
- After Service has finished:
  - Properly shut down and put away all audio equipment.
  - Turn off all lighting (stage, overhead, string lights, and any other decorative lights).

#### Qualifications:

- No experience necessary, but must be comfortable with technology and willing to learn.
- A criminal background check will be done. A flagged background will not necessarily disqualify you from this role, but it would need to be discussed.

Ready to apply?

**APPLY NOW**