

Title: Technical Coordinator
Program: The Salvation Army Ray and Joan Kroc Corps Community Center Coeur d'Alene
Dept. Head: Center Director
Reports to: Director of Hospitality, Media Services & Corps Worship Arts
Status: Non-exempt
Salary: DOE

The Salvation Army Mission Statement:

The Salvation Army, an international movement, is an evangelical part of the universal Christian Church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

Position Summary:

The purpose of this position is to implement the technical vision of the Corps Officers and Director of Hospitality, Media Services & Corps Worship Arts in Corps meetings at Kroc Church as well as provide production expertise for clients in the Kroc Theater. This person must be able to work alongside a dynamic team, with a servant's heart, excel in communication, organizational, multi-tasking, and customer service skills. Successful candidates will embrace the vision to encourage, equip and engage members of our community and will support all aspects of the corps vision as developed and collaborated upon with the Corps Officers.

Duties and Responsibilities:

- Act as the principle audio/video technician at Kroc Church Corps functions including Sunday services.
- Lead and develop volunteer technical teams at Kroc Church.
- Produce weekly podcast and service recording in a timely manner as directed by supervisor.
- Maintain house lighting plot and default programming for equipment.
- Assist the Director of Hospitality, Media Services & Corps Worship Arts and Theater & Events Manager with marketing, promotions, equipment maintenance, internal and external productions and other duties as needed.
- Market and build the financial capabilities of Kroc Recording Services.
- Serve as theater technician for evening and weekend rentals and facility usage as scheduled.
- Supervise staff and volunteers during a variety of facility uses.
- Develop proficiency in Theater audio/video/lighting/rigging systems, recording systems, NLE video systems, portable A/V systems, fitness A/V systems and house technical systems.
- Maintain audio networking systems.
- Other duties as requested.

General Qualifications and Proficiencies:

- At least five years combined experience in the Audio/Video field
- Ability to understand, embrace, and communicate The Salvation Army Kroc Center's unique mission and character.
- Have excellent communication, organizational, customer service skills

- Other requisite characteristics: relates well in one-on-one and group situations, self-starter, creative, leader, team-oriented, innovative, honest, responsive, servant attitude, vision, drive, adaptable, and ability to follow through.

Physical Requirements:

- Ability to sit, walk, stand, bend, squat, climb, kneel, and twist on an intermittent or continuous basis.
- Ability to grasp, push and pull objects and reach overhead.
- Ability to lift up to 60 lbs

Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment in order to meet the physical requirements of the position. The Salvation Army will attempt to satisfy requests as long as the accommodation needed is reasonable and no undue hardship would result.

General Statements

The above is general in nature and is not intended to be exhaustive.

Religious Statement:

The Salvation Army is an international religious and charitable movement. A branch of the Christian church showing its love of God and concern for the needs of humanity through variety of spiritual and social services. The purpose of all its programs is to preach the Gospel of Jesus Christ, disseminate Christian truths, supply basic human necessities, provide personal counseling and ultimately to accomplish the spiritual regeneration of all persons.

Special Comments:

I understand that as an employee I represent The Salvation Army and agree to respect and work within its Christian tenets.

I understand that I will be covered by Workers' Compensation Insurance while on the job and agree to cooperate in properly reporting all work-related injuries or accidents to my supervisor immediately.

I further understand that The Salvation Army does not participate in unemployment compensation insurance, and I will not accrue unemployment benefits while working for The Salvation Army.

By signing this document, I agree that I am able and willing to perform this job as described.

Employee's Signature

Date

Supervisor's Signature

Date