



CHERRY CREEK PRESBYTERIAN CHURCH POSITION DESCRIPTION

TITLE: A/V Specialist

RESPONSIBLE TO: Director of Events

PAY STATUS: Part-time (15-20 hours per week at \$28-\$33 per hour), non-exempt

POSITION SUMMARY: Support audio, sound reinforcement, and livestream functions across all internal ministries.

ESSENTIAL JOB FUNCTIONS:

1. Set up, operate, and maintain Church owned sound equipment for worship services and rehearsals, including special services and events.
2. Perform a variety of general administrative tasks including, but not limited to:
 - a. Train interested volunteers to work events requiring audio support.
 - b. Make small equipment purchases
 - c. Support volunteers and staff in operation of video and lighting equipment.
 - d. Oversee and advise Church recording projects.
 - e. Run livestream functions as needed.

JOB QUALIFICATIONS:

1. Christian beliefs compatible with the Evangelical Presbyterian Church.
2. A winsome, ministry-first demeanor aligned with the missional values of the church and its love for the people it serves.
3. Demonstrates effective oral and written communication.
4. Relevant work experience in the mid-sized church production environment.
5. Familiarity with live event production standards and practices.

WORKING CONDITIONS AND PHYSICAL/MENTAL DEMANDS

Normal indoor work environment. Requires mental alertness and physical care to ensure safety when working with electrical and mechanical systems. Mental/emotional stress when troubleshooting and resolving equipment problems. Must be capable of lifting up to 50 lbs.