



Sound/Livestream Operator Role Description

Nature of the Role

The role of the Sound Operator is a behind-the-scenes facilitator overseeing all audio and livestream functions, ensuring sufficient clarity, depth and volume of sound to best serve the gathered church.

You Are Directly Responsible To:

The teaching elder (pastor) and ruling elders

Outline of Responsibilities

Pre Service:

- Be aware of the roster and find a replacement if they are unavailable
- Attend midweek music team rehearsals if requested
- Perform proper line checks and set up microphones one hour prior to start of service
- Perform proper sound checks including gain settings, proper volume settings, and the eq/mixing process
- Check *Order of Service* for other media being used.
- Prepare spiritually for this ministry through prayer and reflection on the planned service

During the Service:

- Adjust sound levels as required
- Follow worship leader's direction and musician's direction during services e.g. adjusting foldback and FOH levels
- Provide a distraction-free service as relates to audio production.

Post Service:

- Talk with service leader, pastors and music team to find out if any issues existed for them during the service
- Note any broken/faulty equipment and take out of service if possible (notify the administrator)
- Lock sound cabinet & media cupboard.

Personal Qualities

- A love for Jesus and his church, and a desire for the Word to be clearly heard through prayer, music, leading and preaching as the church gathers for worship
- May be any age, as long as they have sufficient skill and maturity for the role
- Ability to work in a small team
- Be dependable
- Possesses a love for the Bible and a desire to share the Word with others as well as a willingness to grow in understanding the scriptures through study, prayer and reflections

- Either has experience mixing audio successfully in the live environment OR are willing to attend training and work alongside a mentor
- Be humble, and able to take direction
- Demonstrate a willingness to improve in the practical skills needed to serve in this ministry
- Ability to think quickly and react/trouble-shoot properly

Boundaries and Limitations

- The sound operator must have sound hearing to perform task
- The role is performed in the church building or on its grounds.

Support, Supervision & Training

Be willing to attend training sessions and read/watch other training material for improving existing skills.

Participation Group

Sunday Service

Frequency of Service

8:30am and 5:30pm - usually rostered once every 3-4 weeks.

Workplace Health & Safety

- Perform all tasks in a safe and responsible manner
- Comply with all operational manuals and instructions
- Take care of self and others

Ensure that accidents and hazards are identified, recorded and managed in accordance with current policies and procedures. **REQUIREMENTS FOR THIS POSITION**

To Serve In This Role, You Must:

- Be a regular attender at church
- Under all circumstances, avoid being alone with a child
- Report damaged property or equipment or other issues that pose a risk to yourself and/or others
- Adhere to Grace Christian Church Buderim's practices, including your WPC Safe Church Code of Conduct
- Supply to the church a current Working with Children Check approval (Qld Blue Card)
- Maintain current WPC Safe Church training
- Sign a copy of this job description, indicating your agreement to the WPC Safe Church Code of Conduct

I have read, and agree to abide by, this Role Description.

Name: _____

Signed: _____ Date: ____/____/____