



Sound Technician Job Description

Principal Function: The sound technician is responsible to support and assist the music director, choir, band in Pilgrim's music ministry.

Position Type:

- Part-time position, Stipend per month
- Annual review in spring

Essential Duties and Responsibilities:

- Operate and maintain quality sound and recordings for choirs, band, ensembles and soloists in regular Sunday services, special rehearsals and performances, as needed.
- Attentive by anticipating and correcting any problems during services, rehearsals, etc.
- Operate and adjust audio systems, microphones, etc.
- Maintaining and repairing audio equipment by utilizing the proper vendors for the repairs.
- Record for special events such as piano recitals as requested (separate fees)
- Train and mentor volunteer sound team on a regular basis
- Works closely with video technician
- Perform other duties as necessary.

Required Knowledge, Skills and Abilities:

- Familiarity and knowledge of many genres of sound equipment
- Supervisory duties for the sound technician will be shared by the Pastor and the worship committee. The Staff Relations Committee will provide any needed support and/or guidance, as requested by the Music Director and Pastor.
- Every Church Staff Member is an at-will employee of the congregation, and is ultimately responsible to the Church Council and Pastor. Church Staff members maintain a shared promise of confidentiality, conflict resolution, and cooperation (see Staff Covenant, attached). The Church Staff Member also understands the need to attract and retain church volunteers, (which may include but not be limited to, congregational members / friends /visitors) as he or she works to maintain and extend the mission of Pilgrim United Church of Christ. The Staff Relations Committee will

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Pilgrim United Church of Christ 1621 2nd Avenue Grafton WI 53024

provide any needed support and/or guidance to all Church Staff Members, as requested by the individual employee, the Pastor and/or the Church Council.

- Support the theological understandings of Pilgrim United Church of Christ (UCC), which promotes intentional hospitality, social diversity, freedom of thinking, and a spirit of grace rather than judgment. Our congregation is Open and Affirming of LGBTQ persons, and is committed to promoting Accessibility and Safe Sanctuary to all who participate in our congregational life.

Education and Experience:

- Bachelor's degree in music or related field preferred

Work Environment:

- Required to work Sunday mornings, and flexible during special events
- Enjoys working in a church environment
- Enjoys working with volunteers and amateur musicians