

# GLORIA DEI LUTHERAN CHURCH

## DIRECTOR OF TECHNICAL ARTS

### Mission Statement

“Helping more people live life with Jesus every day”

**Description:** *The Director of Technical Arts serves on the Worship and Creative Arts Team to provide technical support and video content for weekend services and special events. The Director of Technical Arts is expected to lead a professional and personal life that does not violate the teachings and beliefs of the Lutheran Church-Missouri Synod on matters of personal conduct, so their daily life gives witness to a lifestyle that supports our Christian witness within our organization and to the world.*

### Duties:

1. Model a lifestyle which is seeking to grow as a fully devoted follower of Jesus Christ
2. Attend weekly Worship Team meetings to contribute to the planning of creative, thematic content for services and special events.
3. Film, edit and upload Sunday sermons to Vimeo/YouTube and church website by Sunday evening each week.
4. Maintain database/archive of all final, non-sermon videos in OneDrive, and upload to the church Vimeo/YouTube page for use on website, enews and social media platforms.
5. Provide setup and support of AVL equipment for worship services and approved special events, ensuring AVL is operational prior to rehearsals, services and performances. This includes assisting worship directors with building and staging set design.
6. Prepare an AVL tech plan that supports the worship service stage plots, as outlined by the worship directors.
7. Responsible for maintaining and keeping an organized inventory of all necessary AVL and tech equipment/gear used on campus, ensuring equipment is properly stored, operational and upgraded as needed.
8. Responsible for ensuring a staffed AVL team by recruiting, training, directing and mentoring a team of volunteers/paid personnel to serve as support for AVL needs for all worship services (Sundays and midweek, when applicable) and special events (e.g. funerals, weddings, discipleship events, etc).
9. Update weekly service plans in Planning Center with important tech details that may affect the expectations of AVL volunteers and worship directors and provide pertinent info to the Communications Coordinator for the Pastor's Binder.
10. Meet with tech teams prior to each service to go over plan.
11. Videography (preferred, not required): Create, shoot and edit video content that is both practical and informative, but at times requires creative, conceptual “thinkpieces” that promote and/or share the church's mission. (videos include, but are not limited to: interviews/testimonials, event promos, sermon series support, highlight reels of past/future events, etc.)

---

This salary position is non-rostered, non-exempt, minimum 40 hours per week and reports directly to the Director of Worship and Communications. The normal work week is Sunday through Thursday. Because of the nature of this ministry, flexibility in scheduling is required. For further information, contact Beth Koerber, Chief of Staff and Operations, at [bkoerber@gdlc.org](mailto:bkoerber@gdlc.org), or Gloria Dei Lutheran Church, 18220 Upper Bay Road, Houston, TX 77058. Phone 281-333-4535.