

Position Description

Position Title: Audio Coordinator
Reports To: Production Director

Revision Date: September 2024

Position Summary:

Upstate Church is looking to add a full-time Audio Coordinator to its Production Team. The Audio Coordinator will work closely with the Production Director and Production Team in the operation of weekly services, management of equipment including the procurement, operation, and installation of new equipment, as well as other duties related to the provision of excellence in production spaces.

Essential Duties and Accountabilities:

- Able to program and operate Yamaha QL / CL and DM series consoles
- Able to mix on large-format deployments for rooms designed for 800+ occupants
- Experience in the integration and operation of Waves Processing in Live environments
- Experience in advanced deployment and management of Large-Scale Dante Networks
- Willingness to mix to the standard and style already established for a campus constant experience
- Experience in common installation practices to include cable pulls, cable terminations, equipment rack building, etc.
- Any additional experience with Q-Sys, Shure Wireless Workbench, Bitfocus Companion, BlackMagic Software, would be preferred.
- Perform other duties as assigned.

Position Requirements:

- Has a commitment to abide by FBS/UC's mission and vision statement and core values
- Ministerial employees perform crucial religious functions and sexual-conduct standards in ministerial jobs are necessary to the church's operation and theological witness
- 3-5 years of experience working in audio engineering and deployment.
- Leadership experience dealing with both volunteers and professionals.
- Q-sys level one certification, Dante level two certification preferred but not required.
- A self-starter, organized, and possesses the ability to see major projects through to completion, resolving issues as needed along the way.
- A working knowledge of Google Suite, ProPresenter, and other related production applications is required along with significant knowledge of and experience with internet resource gathering.
- Excellent interpersonal and communication skills
- Strong Team Player

Position Requirements (cont.):

- The individual must have a proven track record of effective leadership, judgment, and above reproach character
 - Leadership: a demonstrated ability to lead people and get results through others
 - Planning: the ability to think ahead and plan over a one to two year time span
 - Management: the ability to organize and manage multiple priorities. Sound use of good judgment
 - Problem Analysis and Problem Resolution at both a strategic and functional level