

Title:	Blackhawk Fitchburg Technical Arts Production Assistant
Reports to:	Production Director
Status:	Part-Time (15-20 hours per week), Non-Exempt
Work Schedule:	Sunday mornings and Wednesday evenings; remaining hours flexible Flexibility to have up to 6 Sundays off per year
Value to the Team:	You have a heart for technical excellence in Sunday services. As an integral member of our team, you oversee all aspects of technical production at Blackhawk Fitchburg.

Responsibilities

➤ **Blackhawk Fitchburg**

TECHNICAL PRODUCER

- Act as the primary technical presence for Sunday services and Wednesday evening rehearsals.
- Be the expert and go-to person for the venue's technical equipment and setup. Be familiar with all Fitchburg rooms and setups to provide technical help as needed.
- Work with Worship Arts staff on service programming details.
- Oversee the volunteer and attendee experience from a technical standpoint.
- Work on improvements and projects to support the technical needs of the site.

VOLUNTEER DEVELOPMENT

- Recruit, on-ramp/train, and develop tech volunteers.
- Schedule volunteers and fill in on technical positions as needed.

SITE TEAM

- Work closely with the Lead Pastor of Blackhawk Fitchburg, Technical Arts staff, and the site worship leader to help the site fulfill its mission.
- Schedule-allowing, attend weekly site team meetings and participate in site planning/evaluation.

➤ **Central**

As needed / available

- Assist with tech special projects, installations, and maintenance at any site.
- Provide tech support for special events.
- Other tasks and projects based on need, gifting, capacity, and interest.

Qualifications and Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk Church
Minimum 2-years' experience in technical production, including lighting, video, and projection systems
Strong audio mixing skills and musical ear, with experience and success in a live production setting
Demonstrated ability in problem solving/troubleshooting
Team leader, with the ability to recruit and develop volunteers and leaders
Teachable attitude, exhibiting a spirit of joy and helpfulness

About Working at Blackhawk

At Blackhawk Church, we want to build a loving community that follows Christ in order to reach a community that is lost without Him. On Blackhawk staff, we consider it an honor and privilege to take part in this mission.

Our staffing philosophy is simple: connect people to roles they'll thrive in. Our hope is to – as much as is feasible – ensure people's skill, experience and passion align with their role so that they're not just doing the job but thriving in it. Our staff culture values collaboration, coaching/development, humble service and healthy relationships. Our team works really hard, and we have fun doing it. Lastly, we aim to provide a competitive benefit package, and we offer flexibility in schedule when possible and practical.

We are an Equal Opportunity employer committed to growing a diverse staff. We don't just accept ethnic and cultural difference – we celebrate it, we support it and we believe it's what God envisions.

To apply, visit blackhawk.church/jobs.