

<b>Title:</b>	<b>Blackhawk Downtown Technical Arts Production Assistant</b>
Reports to:	Production Director
Status:	Adjunct (up to 10 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 technical production at Blackhawk Downtown.

## Responsibilities

### ➤ **Blackhawk Downtown**

#### 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.
- Work with Worship Arts staff on service programming details.
- Oversee the volunteer and attendee experience from a technical standpoint.
- Collaborate with the Production Director regarding maintenance and upgrades at Downtown site.

#### VOLUNTEER DEVELOPMENT

- Recruit, on-ramp/train, and develop tech volunteers.
- Schedule volunteers for coverage of technical positions each week.

#### SITE TEAM

- Collaborate with the Lead Pastor of Blackhawk Downtown, Production staff, and the site worship leader to help the site fulfill its mission.

### ➤ **Teamwork**

*As needed / available*

- Assist with tech special projects, installations, and maintenance at any site.
- Provide tech support for special events at any site.
- 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](https://blackhawk.church/jobs).**