

Title:	Associate Director of Production
Reports to:	Director of Production
Status:	Full-time, Exempt
Value to the team:	You have a heart for technical excellence and volunteer involvement for Sunday services, programming, and events. As an integral member of our team, you want to see lives changed through the skilled use of audio/visual technology, utilizing your own technical skillset and developing volunteers toward that goal. While having an awareness of all sites, your primary focus of your responsibilities is at Brader Way , our main campus and broadcast site.

Responsibilities

➤ Production Leadership

GENERAL

- In collaboration with the Director of Production, champion a smooth, effective technical experience.
- Be the go-to person for technical equipment troubleshooting; perform maintenance as needed.
- Oversee production-related spaces (e.g., backstage, tech booth).
- Supervise production staff, as assigned.
- Connect with site tech staff; provide support, resources, and best practices as needed.
- Contribute to the improvement and honing of Blackhawk's in-person and online live stream production value.

VOLUNTEER DEVELOPMENT

- Recruit, train, and coach volunteers. Identify and empower team leaders.
- Develop systems and processes to ensure a positive volunteer experience.
- Organize training events to invest in volunteers and foster their skills.
- Oversee volunteer team building and appreciation. Maintain personal connections with volunteers.

SUNDAY OVERSIGHT

- Oversee volunteer and staff schedules so that technical positions for Sundays and Wednesday rehearsals are filled and operated with excellence.
- Serve in an onsite presence on Sundays, primarily at Brader Way.
 - Work with Worship Arts and Production Teams to execute in-person service programming details.
 - Assist the Director of Production in leading the live stream to execute online programming details.
 - Operate audio, visuals, lighting, or camera equipment as needed.

EVENT OVERSIGHT

- Manage the technical support of all events outside of the Sunday experience.
- Develop and train a team of volunteers to support events.
- Ensure ministries are supported and trained to meet the technical needs of their ministry events / programming that do not require tech volunteers/staff.

➤ Teamwork

- Actively engage with the Production Team.
- Lead or participate in other elements of production depending on skillset, experience, and capacity (e.g., video production, editing, etc.).
- Other duties as assigned.

Qualifications & Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk Church

Minimum 2-years' experience in large church technical production or related experience

Demonstrated ability and passion in recruiting, coaching, and developing leaders and teams

Consistent and reliable in project management, follow-through, and meeting deadlines

Exhibits a calm demeanor in uncertainty; able to find solutions to problems that arise

Teachable attitude, exhibiting a spirit of joy and helpfulness

Advanced skills in one or more of these production disciplines: Live Audio, Lighting, Live Video, Stage Design

Strong audio mixing skills and musical ear, with experience and success in a live production setting

Experience in technical items such as large format digital audio mixers (Allen & Heath, Yamaha, etc.),

theatrical lighting systems, video, projection systems, production software (ProPresenter, Planning Center

Online, ProVideo Player), non-linear editing software (Adobe Premiere Pro, Adobe Audition), DSLR and

ENG-style cameras, multi-cam production systems and switchers (Ross, Panasonic).

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 www.blackhawkchurch.org/jobs.