



Approved: March 17, 2026 IRS Worker Classification: Employee FLSA Classification: Exempt WSFC Ministerial Licensure: N/A	WSFC Employment Category: Regular, Full-Time – 40 hours/week WSFC Staff Category: Managerial WSFC Hiring Approval Level: Church Administrator
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SUMMARY

The SVL Technical Manager serves the body of West Shore Evangelical Free Church (WSEFC) by providing leadership and expertise in all Sound, Video and Lighting (SVL) technologies. This role ensures excellent technical preparation and production support for all WSFC ministries. The SVL Technical Manager oversees paid and volunteer SVL teams, manages scheduling, maintenance and lifecycle planning of SVL systems and provides hands-on support for worship services, events and programs. This service-oriented role works closely with the Worship Director to ensure seamless technical execution across the church. This position requires someone who is mission-driven, relational and can lead others while also being led.

QUALIFICATIONS

Ministry Specific

- Bachelor's degree, Associate degree, technical school training or equivalent combination of education and experience (typically 6+ years) in audio, media, production technology or related fields
- 4+ years of experience in music production, live event production, creative environments or church technical ministry
- 2+ years supervisory experience in a large church or similar production environment (5+ years preferred)
- Strong proficiency with analog and digital mixing consoles, theatrical lighting systems, video production workflows and recording/editing software (e.g., Pro Tools, Final Cut Pro, Logic, Ableton)
- Working knowledge of Planning Center Online, ProPresenter and related presentation and production platforms
- Solid operational knowledge of MacOS and Windows systems
- Strong auditory skill and experience mixing live and recorded audio
- Creative ability in lighting design, stage aesthetics and video pre/post production
- Technical expertise in equipment installation, troubleshooting, routine maintenance and system upkeep
- Strong organizational, communication, leadership and teambuilding skills, including the ability to recruit, train and develop volunteers and paid staff
- Demonstrate initiative, flexibility, attention to detail and the ability to excel in a fast-paced ministry environment
- Servant hearted, dependable, technology oriented and systems-oriented team player
- Basic understanding of networking related to Audio/Video/Lighting systems (Dante, sACN/Artnet, etc)
- Understanding of livestream/broadcast workflows



Team

Considering the critical role each employee plays in advancing the mission that God has given us at WSFC, each employee shall:

- Express a credible and growing personal faith in Jesus Christ.
- Affirm WSFC's Statement of Faith, Constitution & Bylaws and Mission, as well as abide by church positions and policies.
- Demonstrate a strong commitment to the corporate life of our church.
- Become a member of WSFC within one year of employment.

RESPONSIBILITIES

- Supervise, coordinate, organize and oversee all SVL paid and volunteer staff.
- Recruit, train, equip and schedule SVL volunteers; provide ongoing user training.
- Lead SVL teams as needed for worship services, special events and ministries.
- Organize, maintain and safeguard worship ministry spaces, equipment and technical resources.
- Serve as principal engineer for live audio mixing, lighting design, video production and recording.
- Oversee scheduling of SVL personnel and equipment, in partnership with the Worship & Hospitality Coordinator.
- Ensure effective technical systems use and support across all WSFC ministries.
- Manage the full lifecycle of all Worship & SVL systems—including design, purchasing, installation, maintenance, repair and disposal—within budget and in partnership with the Church Administrator, Information Technology Network Administrator and Worship Director.
- Maintain detailed records and inventory for all SVL equipment, including maintenance logs, programming files, settings, instructions and turnover documentation.
- Provide hands-on technical execution as required.
- Participate in planning meetings for worship services, facilities, events and ministry programs.
- Assist with planning and implementation of events requiring SVL support.
- Design and implement SVL solutions for ministry programs and special events.
- Set up, tear down, distribute and maintain SVL equipment and staging.
- Collaborate on-stage design for worship environments.
- Support additional SVL needs as required to meet ministry goals.
- Fulfill additional responsibilities as assigned.

REPORTING RELATIONSHIPS

The SVL Technical Manager serves under the general authority of the WSFC Elder Board and reports directly to the Worship Director. The position also works collaboratively with staff and volunteers to meet WSFC goals.

WORKING ENVIRONMENT

Work is primarily on-site. The role requires the ability to lift 50 lbs., work on ladders, lifts and catwalks up to 20+ feet. Workdays include Sundays, and work hours will vary to meet ministry needs.