

# TIMES SQUARE CHURCH

## FOH Audio Engineer | Job Description

**Department:** Production

**Direct Oversight:** Audio Director

**Supervisory Responsibilities:** Audio volunteers

**Key Relationships:** Audio Director, Production Director, Creative Director, Worship Director

### Qualifications

- Minimum of 4 years experience and proficiency in mixing audio (studio and live settings)
- Proficient in DigiCo audio consoles and Waves sound grid.
- The ability to function at a high level of effectiveness and calm in stressful situations.
- The ability to manage large projects at the direction of the Audio Director, Worship Director, and Production Director.
- Strong leadership and team building skills.
- Not required, but a bonus if possessing a musical background, with an added benefit of having an Associate Degree or equivalent in the field of (one or more) Audio Production, Media, Recording or Music.

### Primary Responsibilities

*(Includes, but not limited to the following)*

- Oversee the audio experience for in-person services at Times Square Church.
- Assist in recording audio for any video shoots involving worship.
- Mobilize and train Audio volunteers.
- Manage and maintain an Audio budget.
- Identify and develop new Audio volunteers.
- Regularly evaluate systems and initiate improvements and best practices when appropriate.
- Ability to work in a high profile and high-stress environment.
- Willing and stamina to periodically carry a heavy workload.
- Excellent time management, problem-solving, and organizational skills.
- Personal initiative and resourcefulness; ability to act and resolve needs independently.
- Available during non-business hours for emergency work.
- All other duties as assigned.
- Attend church wide staff meetings.

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## Culture Standards

- Has a positive, fun, and enjoyable attitude
- Enjoys working hard and optimistic about challenges.
- Teachable and open to asking for feedback regularly.
- Focused on the development and discipleship of others.
- Creates a feeling of belonging on the team and fosters open dialogue.
- Responds to emails, texts, and other lines of communication promptly.
- Available to work evenings and weekends as required.
- Effectively communicates process, progress, and results.
- Concentrates his/her efforts on the more important priorities and manages time well.
- Anticipates and adjusts for problems and roadblocks.
- Not fearful of acting with minimal planning.