

JOB DESCRIPTION

Employee:

Hire Date:

Job Title: Lighting Director

Employee Status:

Campus: Central

Department: Production

Schedule: Sunday - Thursday

Manager: Production Director Stephen Webb

Executive Pastor: Ezra Jurado

Purpose of the Job:

- To oversee all elements of Lighting training, development, and operation at all Abundant campuses.

Experience and Knowledge Required:

- Three (3) years experience in lighting production or broadcast environment
- Intermediate MAC and PC proficiency
- Basic understanding of lighting design software (specifically Vectorworks) is preferred, but not required
- Familiarity with media servers (specifically Green-Hippo and Resolume) is preferred, but not required
- Familiarity with pre-visualization software (such as Light Converse, MA3d, Vision, etc.) is preferred, but not required
- Intermediate knowledge of lighting consoles (specifically ETC eos TI, High End HOG4, GrandMA2, and ETC Smart fade)
- Familiarity with computer software like ProPresenter is preferred, but not required
- Excellent verbal and interpersonal skills
- Relational and team-building skills required
- Ability to troubleshoot and problem solve quickly

Essential Functions and Responsibilities:

- Oversee all elements of lighting operation at all Abundant campuses, including: developing Volunteer Team training benchmarks, coaching best-practice procedures, and communicating service expectations/quality control
- Work closely with Creative Director to improve service visual and worship experience elements at campuses
- Assist with selection and distribution of jump backs and graphic content to be used during worship elements for campuses
- Oversee the communication of all service-related lighting and visual information to campuses
- Coordinate system-wide lighting workshops for staff and Volunteer Teams to improve skills for programming, lighting design, and console operation
- Oversee creation and maintenance of troubleshooting guides for campuses
- Regularly communicate with campus production staff during the week to provide guidance and assistance with training methods and get feedback on equipment management and service flow
- Oversee programming of lighting cues and creation of service visuals for Sunday services
- Assist with the maintenance of asset management system including, but not limited to, inventory management, prepping equipment for conferences and events, and scheduling routine maintenance
- Oversee maintenance and manage lighting systems at all Abundant offsite campuses, including: updating hardware, software, and equipment firmware; regularly cleaning and maintaining fixtures and equipment; and hanging and removing of damaged lighting fixtures so they can be repaired
- Assist with campus lighting projects, including system installations, upgrades, and repairs, to ensure high levels of quality, preparation, and interdepartmental communication; coordination with other departments; scheduling and attending meetings; liaising with contractors and host venues; and coordinating site visits with vendors as needed
- Oversee the execution of services, special events, and conferences as required, including: set-up, operation, load-out, and management of lighting equipment (both rented and Abundant-owned)
- Travel to Abundant campuses to observe services/events, assist with equipment maintenance or training, and attend meetings as needed
- Liaise with audio, production, worship, and IT departments regarding any potential troubleshooting needs, event scheduling/staffing, and equipment operation or training
- Assist as needed with Prime Youth and Prime Culture Production, aid in mentoring, training, and coaching students

Other Duties and Responsibilities:

- Assist with lighting or production equipment setup and operation for Abundant services and events at any campus as needed
- Assist other Abundant departments with lighting and/or lighting equipment support
- Participate in church wide events
- Lead or co-lead an Abundant Group
- Other duties as assigned

Attributes:

- Positive, fun, enjoyable, and life-giving attitude
- Loyal, heart of a servant
- Must be committed to the vision of Abundant to fulfill the Great Commission with integrity and passion
- High-capacity, multi-tasking individual who is comfortable working independently without constant supervision
- Strong written/oral communication and interpersonal skills
- Highly self-motivated and –directed
 - Demonstrate loyalty to the vision of the team and church
- Ability to work well with others, cultivate a team-building atmosphere, and nurture relationships with co-workers and Volunteer Teams
- Ability to manage calendar of events, task list, and own work schedule without supervision
- Ability to perform job requirements in high-energy and fast-paced environment
- Ability to maintain a high level of organization and manage multiple tasks and responsibilities simultaneously
- Willingness and ability to work non-traditional hours on nights and weekends as needed
- Willingness to work in and understand the intricacies of a ministry-conscious environment
- Ability to troubleshoot and solve problems quickly
- Ability to build teams and surround self with those whose strengths offset your weaknesses

Extent of Public Contact:

- Daily contact with members of Production department staff
- Abundant Pastors and staff members (full-time and part-time)
- Volunteers at all campuses
- Prime Youth and Prime Culture students
- Outside vendors, contractors and manufacturers

Physical Demands:

- Assist with setup or operation of production equipment as needed
- Equipment repair, maintenance, or installation at all campuses as needed
- Regular travel to Abundant Administration Office for meetings
- Travel to off-site Abundant campuses
- Must be able to drive own vehicle or an Abundant vehicle
- Must be able to lift and carry equipment up to 75 lbs.
- Able to work safely at height above stages and auditoriums

Supervisory Responsibilities:

Employee's Signature: _____ Date: _____

Manager's Signature: _____ Date: _____

Direct Report's Signature: _____ Date: _____