

Mimico Baptist Church

Job Description – Audio-Visual Worker

1. General Description:

The Audio-Visual Worker (AVW) will operate the audio-visual equipment (including recording and livestream) of any assigned events of Mimico Baptist Church (MBC) under the direction of the Audio-Visual Coordinator.

2. Reporting Relationship:

- Supervised by the Audio-Visual Coordinator.
- Oversee volunteers as assigned.

3. Work Schedule: (Approximately 280 hours)

- Livestream/pre-recording operation of Sunday service including editing (15 hr/week x 8 weeks)
- Holiday Club recording, editing and livestream (100 hours)
- Audio-visual reconfiguration for in-person service (20 hours)
- Production of audio-visual training resources (20 hours)
- Other duties as assigned (20 hours)

Note: It will be a full-time position (average 35 hours/week) from July 4 to August 28. The start date may be adjusted depending on the successful candidate's availability.

4. Salary

A 8-week contract position (approx. 280 hours) funded by Canada Summer Job Grant. Additional details will be given upon job offer.

5. Duties and Responsibilities:

- Oversee the audio-visual operations of any assigned MBC event.

- Assist the Holiday Club team in the recording and editing of pre-recorded projects.
- When applicable, assist in the reconfiguration of the audio-visual system for in-person events.
- Create the audio-visual training resources for volunteers.
- Follow government recommended safety precautions due to the pandemic.

6. Job Qualifications:

- Intermediate knowledge of audio-visual equipment
- High competency in computer skills
- Leadership and ability to work with others
- Works well with a team
- Excellent communication and relational skills
- Works well independently and has good organizational skills
- Cleared through MBC's child protection policy screening
- Comfort in a Christian faith environment
- Canada Summer Job grant requirements:
 - Be between 15-30 years old at start of employment
 - be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment*; and,
 - have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Please submit a cover letter, CV/resume and a sample of a video produced by the candidate to Alvin Lau by email (revalvinlau@outlook.com).