

CROSS & FLAME MINISTRIES
VOLUNTEER POSITION /
Multimedia Service Set-Up Assistant
Primary Job Site: Murphysboro

Job Description

GENERAL DUTIES AND RESPONSIBILITIES

Under the supervision of Technical Multimedia Specialist, in cooperation with Staff Parish Relations Committees and Worship Planning Team, the Multimedia Service Set-Up Assistant will provide the following duties, as outlined below:

SPECIFIC DUTIES AND RESPONSIBILITIES

1. Assist by following and executing the outlined projection setup and shutdown procedures necessary on Sunday mornings and additional services, as appropriate.
2. Perform a double-check at completion of both to allow for troubleshooting, should problems arise.

QUALIFICATIONS

- A deep abiding love for Christ & others
- Dependable and responsible
- Physical abilities: Basic knowledge of technology/computers and/or an ability to follow direction.
- Ability to lift: No ability to lift required

HOURS/SCHEDULE

To be determined by volunteer:

- 🍏 Weekly
- 🍏 Bi-weekly
- 🍏 Monthly

In general, requires an 8:50 - 10:15 am commitment on Sunday mornings.

This job description was approved by Staff Parish Relations Committee on: March 10, 2023