



## St Paul's Castle Hill Volunteer Job Description

### ROLE TITLE: VIDEO & CAMERAS

*Our St Paul's mission is to bring people to Christ, build them in Christ, and send them out for Christ.*

**MINISTRY HEAD:** Joel Hingston

**STAFF MINISTRY LEADER:** Joel Hingston

**VISION/GOAL FOR THIS ROLE:** Our Camera operators film the service so that congregants – both in the room and online - can see what is taking place on the stage. The Video Mixer directs which footage the congregation will see. Both serve with the aim to help people feel included and engaged in the service.

**TIME COMMITMENT:** Operators will serve once per month. The hours on the Sunday are 9-11:30, then 5-7:30pm. On occasion we may ask you to fill in or cover for a teammate.

During seasons such as Christmas and Easter, we may request you to serve a little more than usual, to the extent that you are able.

Please note that all hours for the role are volunteer hours. You will not be financially compensated for your time.

#### **CHARACTER:**

- Value and be growing in a relationship with Jesus.
- Live a personal life that is above reproach.
- Have others around you in your walk with Christ who affirm your character (staff, small group leader, team leader references)

#### **CONVICTION:**

- Be actively engaged in the life of St Paul's church, through regularly attending a service and small group (at least 6 months prior)
- Agree with SPCH Vision, Mission & Statement of Beliefs (<https://stpauls.church/what-we-believe/>)
- An understanding of our Vital Signs

#### **COMPETENCY:**

- Demonstrated competency on the relevant equipment. This includes (and is not limited to):
- Cameras:
  - Setting up the camera that you are operating.
  - Working the comms headset.
  - Following instruction from the Video Mixer.
- Video Mixer:
  - Being able to run the mixing board.
  - Working the comms headset.
  - Providing clear instructions for each individual camera operator in a timely manner.

#### **KEY TASKS AND RESPONSIBILITIES:**

Someone operating a camera would be responsible for the following:

- Responding to roster requests and knowing your own serving schedule.
  - Making the staff team aware of blockout dates via the Services app.
- Arriving during the rehearsal.
- Setting up the relevant equipment for your camera.
- Following instruction from the Video Mixer.
- Offer camera shots that will contribute to the worship environment and not be distracting.

Someone in the Video Mixing role would be responsible for the following:

- Responding to roster requests and knowing your own serving schedule.
  - Making the staff team aware of blockout dates via the Services app.
- Arriving during the rehearsal.
- Setting up the Video Mixing board.
- Giving clear and timely instructions to the camera operators.
- Provide a mix of camera shots that will contribute to the worship environment and not be distracting.
- If you are unable to fulfill a rostered position, please contact Joel Hingston or Jess Forrester.

- It is also helpful if you can work out a plan to cover your rostered position.

**TRAINING AND SUPPORT:**

There are a few avenues for training and support, these include (and are not limited to):

- Formal training from experienced operators.
- On the job training.
- Videos and written materials.
- Verbal/written feedback from parishioners, peers, and oversights.
- The Facebook Production group