

CityChurch Ministry Position Description

Operations

Position Title: Technology Specialist
Date: September 2026
Reports To: Kemmon Gull
Job Status: Full Time – Hourly/Non-Exempt
Classification: Support

Primary Objective: To provide a world-class digital experience by serving, problem-solving and maintaining IT and Live AV Production technology to build a solid digital foundation that enables user-friendly functionality, additions, growth and scale-ability for the future.

Key Job Responsibilities include:

- Support of Information and computing resources, systems, processes and architectures.
- Support of live production technologies to include audio, video and lighting resources, systems, processes and architectures.
- Direct technology support of events and services.
- Maintain digital security and compatibility across the organization all assets
- Integrate new technological resources as assigned by supervisor to create efficiencies that drive organizational performance
- Protect systems, platforms and proprietary & confidential data through a comprehensive network security strategy
- Provide responsive customer service for software, hardware, systems, and infrastructure
- Support weekend technology through a combination of training & empowerment of staff/volunteers, regular presence and weekday maintenance
- Project Management & Administrative duties as assigned by supervisor
- Recruit, train, support, and empower volunteers to accomplish the CityChurch mission

The duties listed above are not exhaustive. This job description may be revised, expanded, or reduced by your immediate supervisor, based on ministry needs.

Supervisory Responsibilities: None immediate, help with volunteer management.

Position Specific Competencies:

- A heart for the lost
- Excellent leadership skills demonstrating the ability to lead others in effective and honoring ways
- Self-motivated and flexible leadership style
- Experienced in the Mac OS environment and common office software
- Knowledgeable of current digital trends
- Technologically oriented
- Experience with media and content creation or audio/video/lighting disciplines is a plus