

Livestream Coordinator
Position Description

Placentia Presbyterian Church (PPC) is seeking a tech-savvy and team-oriented individual to assist with technical aspects of PPC's worship services.

PPC uses the ProPresenter software to drive two screens within its Worship Center and to stream a video feed of the service to its website, YouTube, and Facebook. This individual will be responsible for setting up ProPresenter presentations each week and for operating ProPresenter during the Sunday morning worship service. PPC's worship service takes place at 10:00 a.m. each Sunday and is typically of a 60-minute duration. The service includes a praise band, choir, and various speakers. Rehearsal for the praise band begins at 8:00 a.m. Due to the pandemic, the number of volunteers on site has been drastically scaled back and the service is only offered online. In June, PPC expects to begin allowing a limited number of visitors on campus for the service.

This individual's primarily responsibilities will be to:

- Create ProPresenter presentations each week for the Sunday morning worship service and special services.
- Attend the Sunday morning rehearsal and service to operate ProPresenter.
- Ensure smooth broadcast of the service to the PPC website, YouTube, and Facebook.
- Train volunteers to assist with ProPresenter.
- Ensure excellence in worship service A/V production and that the worship service proceeds smoothly and without distracting interruptions.
- Attend a monthly Worship Commission (the PPC body responsible for the worship service) meeting on the second Tuesday of each month at 7:00 p.m.

A desirable candidate has experience with ProPresenter (or similar software) and with livestreaming events. Additionally, they will be punctual, organized, reliable, and a capable troubleshooter. This position will report to PPC's Pastor but will work closely with the Worship Commission Chair.

This position will be compensated on an hourly basis and paid bi-weekly. The time commitment for this position is expected to be between five and seven hours each week. The hourly rate is \$25 per hour.

To apply for this position, please submit your resume via email to av@ppc.church. The application period will close once a sufficient number of applications have been received. This position is subject to a comprehensive background check prior to employment.