

# Position: Central Production Specialist

Reports to: Central Production Minister

Job Location: Arden, NC Position Type: Full-Time, Exempt



**Summary of Position:** The Central Production Specialist is responsible for planning, setting up, operating, and maintaining audio, video, and lighting equipment for worship services, outreaches, and special events. The Central Production Specialist works with the Central Production Team to execute events of the various departments of Biltmore Church with attention to detail, a posture of excellence, and a passion for worship.

## Essential Qualities and Qualifications:

- A personal and active relationship with Jesus Christ modeled by a commitment to supporting the vision, leadership and theology of Biltmore Church.
- A Christ-like testimony that is displayed inside and outside the workplace.
- An expressed passion and calling for serving Jesus in a Kingdom-minded, fast-paced, local church setting.
- Prepared to join in membership as an individual/ family and make Biltmore Church your home Church. Active involvement in a weekly Connect Group with Biltmore Church is encouraged.
- Passionate about Live Production and creating worshipful environments through the use of technology.
- A technically-minded and detail-oriented person called to serve.
- Demonstrates initiative and strong communication skills with an ability to work effectively apart from close supervision.
- An effective troubleshooter who is calm, collected and composed with a positive attitude under pressure.
- A creative, innovative, and adaptable thinker who can think “outside the box”.
- Minimum of 3-4 years of experience in live production events and/or a relevant bachelor’s degree is preferred.

## Essential Responsibilities:

- Coordinate and execute production related elements for all Biltmore Church campuses and venue systems.
- Recruit, train, and schedule volunteers and contracted positions.
- Travel to Biltmore Church campuses for gear maintenance, repairs, training, rehearsals, and Sunday services as needed.
- Knowledge of Yamaha digital mixing consoles, Dante networking systems, Waves plugins and software, Allen & Heath ME1 personal mixing systems, Shure Wireless Systems.
- Knowledge of audio patching and programming, mic techniques and musical aptitude.
- Ability to mix FOH, monitors, and broadcast as needed.
- Operational knowledge of Ross video gear and camera technology.
- Basic understanding of ETC Hog lighting systems.
- Required to work Christmas, Good Friday and Easter services, as well as other events outside regular hours as needed.
- Required to attend all Biltmore Creative/ Biltmore Production team conferences.
- Able to lift up to 50 pounds and stand on your feet for lengths of time.
- Able to use aerial lifts, ladders, and scaffolding.
- Other tasks as assigned by the Production Director.