

Kortright Church Job Opening

WE'RE HIRING

Tech Coordinator

Key Responsibilities:

- Oversee technical support for Sunday services and key church events
- Ensure appropriate preparation, setup, and troubleshooting as needed
- Develop and maintain clear processes, documentation, and best practices
- Lead and serve as the primary point of contact for the tech volunteer team
- Recruit, train, schedule, and support volunteers across all technical roles
- Foster a positive, collaborative, and growth-oriented team culture
- Identify and develop volunteer leaders to ensure long-term sustainability

Would you love to...

support worshipping life of the church as we our mission to be [rooted in Jesus, growing as a community, and becoming trusted neighbours?](#)

Requirements:

- Working knowledge of digital audio mixers, live-streaming, cameras, ProPresenter 7, and OBS
- Ability to train and support volunteers with varying levels of technical experience
- Strong interpersonal, organizational, and communication skills
- Reliable, calm under pressure, and solution-oriented
- A demonstrated heart to serve the local church and its mission



Send your Resumé & Cover Letter to:
Email: admin@kortrightchurch.org

More Information

(519) 836-9400
55 DEVERE DRIVE, GUELPH, ON N1G 2T3

APPLY NOW



kortright
presbyterian
church

Rooted in Jesus,
Growing as a Community,
Becoming Trusted Neighbours

Tech Coordinator

Time Commitment: 7 hours per week

Reports to: Pastor of Worship and Outreach

Position Type: Paid part-time (contract, renewed annually)

Time Requirement: Must be available 8:00am to 12:00pm Sundays

Position Summary

The Tech Coordinator provides leadership and oversight for the church's technical ministries, ensuring that technology effectively supports worship services and other ministry activities. The primary focus of this position is weekend services and the technology required for in-person and live-streamed worship. Other church technology needs may be supported in consultation with church leadership.

The successful candidate will work to lead, equip, train, and support a team of volunteers rather than personally execute all technical tasks. However, knowledge and proficiency of audio and video systems is crucial.

The Tech Coordinator brings both technical competence and a servant-hearted leadership approach, helping to create sustainable systems, healthy teams, and excellent support for the church's mission to be *"rooted in Jesus, growing as a community, and becoming trusted neighbours"*.

Primary Responsibilities

1. Volunteer Leadership & Team Development

- Lead and serve as the primary point of contact for the tech volunteer team
- Recruit, train, schedule, and support volunteers across all technical roles
- Foster a positive, collaborative, and growth-oriented team culture



- Identify and develop volunteer leaders to ensure long-term sustainability

2. Service & Event Support

- Oversee technical support for Sunday services and key church events
- Ensure appropriate preparation, setup, and troubleshooting as needed
- Develop and maintain clear processes, documentation, and best practices

3. Technical Oversight

- Provide guidance and oversight for church technology systems, including:
 - o Audio (Behringer X32 digital board)
 - o Live-streaming infrastructure (OBS, online audio mixing)
 - o Cameras and basic video production (Blackmagic Studio Cameras, Atem Switcher)
 - o ProPresenter 7
 - o Work with church leadership to assess needs, plan improvements, and steward equipment well

4. Collaboration & Communication

- Collaborate with pastors, worship leaders, and ministry leaders to support ministry goals
- Communicate clearly and consistently with volunteers regarding schedules, expectations, and updates
- Serve as a visible and approachable leader within the life of the church

Qualifications & Skills

1. Required

- Working knowledge of digital audio mixers, live-streaming environments, camera systems, ProPresenter 7, and OBS
- Ability to train and support volunteers with varying levels of technical experience
- Strong interpersonal, organizational, and communication skills



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2. Preferred

- Previous experience serving on or leading a church tech team
- Experience recruiting, training, or coordinating volunteers
- Basic troubleshooting and systems-management skills

3. Personal & Spiritual Qualifications

- A demonstrated heart to serve the local church and its mission
- A team-oriented leadership style that prioritizes people over production
- Willingness to lead with humility, patience, and integrity
- Alignment with the church's values and vision