

Worship Technology Coordinator (FILMING and SOUND)
Unitarian Universalist Church of Saco & Biddeford

60 School Street, Saco, Maine

Part-time Position

Position Overview

We are seeking a reliable and tech-savvy individual to serve as our Worship Technology Coordinator, supporting our Sunday services through live streaming, slide presentation, and multimedia coordination. This role enables our congregation to extend our spiritual community to members who cannot physically attend while maintaining the quality and flow of our worship experience.

Key Responsibilities

Live Streaming: Set up, operate, and monitor YouTube live streaming equipment for Sunday services

Slide Presentation: Prepare and advance presentation slides during services, including hymn lyrics, responsive readings, announcements, and other congregational materials

Audio Management: Operate sound board to manage multiple sanctuary microphones, ensuring clear audio for both in-person and streaming audiences

Technical Setup: Before service begins, test and configure audio/visual equipment, cameras, and streaming technology

Quality Assurance: Monitor stream quality, audio levels, and visual presentation throughout services

Equipment Management: Basic maintenance and troubleshooting of streaming and presentation equipment

Collaboration: Work closely with worship leaders, musicians, and lay leaders to ensure smooth service flow

Ideal Candidate

Technical Skills: Experience with live streaming platforms (YouTube preferred), presentation software, sound board operation, and basic A/V equipment. Familiarity with OBS (Open Broadcaster Software) and Linux operating systems preferred

Reliability: Consistent Sunday morning availability and punctuality

Spiritual Alignment: Appreciation for Unitarian Universalist values and worship style (membership not required)

Communication: Ability to work quietly and unobtrusively during services while staying alert to technical needs

Problem-Solving: Comfortable troubleshooting technical issues quickly and calmly

Schedule & Compensation

Time Commitment: Approximately 2-3 hours per Sunday (setup, service, breakdown)

Frequency: 2-3 Sundays per month (flexible scheduling to accommodate coordinator's availability)

Compensation: \$25/hour. Approximately 8 hours a month to set up slides presentations, provide in service support, and post.

Start Date: September 14 for filming and training prior

What We Provide

All necessary equipment and software

Initial training and ongoing support

Flexible scheduling around your availability

Opportunity to support meaningful spiritual community

Application Process

Please send a brief email interest in supporting our worship community to Rev. Lori Whittemore: revlori.uucsb@gmail.com. Include your general Sunday availability and any questions about the role.

UU Church of Saco & Biddeford welcomes people of all backgrounds, identities, and beliefs. We are committed to creating an inclusive environment where everyone can contribute their gifts.