

Position: Technical Manager

Purpose of Position:

- To provide technical support in meeting all AVL needs of MPBC and MPC
- To provide training as needed to volunteers/staff
- To provide informed recommendations to stake holders for purchasing and maintenance of all AVL equipment
- In collaboration with the Facilities Manager, liaise with external stakeholders, to provide AVL services as part of venue hire events

Key Result Areas:

- An organised and recurring maintenance plan of AVL equipment
- Maintain an up to date asset register of AVL equipment including a replacement or redundancy strategy that meets the church and college needs
- Excellent support for the Facilities Manager with all venue bookings with AVL needs
- A team of highly trained AVL personnel able to meet church, college or venue hire needs

Essential Tasks:

- Ensure the safe and smooth operation of all Sunday services and all other events for MPBC and MPC
- Ensure all AVL personnel/volunteers are provided with structured training to enhance skills and knowledge
- Provide leadership and mentoring to all AVL personnel in line with MPBC values with the heart of building relationship
- Ensure all AVL equipment is maintained in excellent working order and within budgetary limits
- Provide input into project scope including technical specifications, sourcing suppliers, budget considerations and execution plan
- Ensure all spaces where AVL equipment is used and stored meets MPBC & MPC Occupational Health and Safety (OHS) standards
- Assist the Facilities Manager by maintaining a register for all AVL equipment and perform an annual stocktake
- Assist the Facilities Manager in providing quotes and liaising with stakeholders related to AVL requirements
- Participate in conjunction with key stakeholders in annual budget preparation
- Assist with audio needs of the College students and staff as required
- Set, sound check and support for all MPBC Creative Ministries team rehearsals

Essential Competencies:

- Sound knowledge of OHS, specifically related to risk management in staging
- Administrative and project management skills
- Team leadership skills
- Training, coaching and mentoring skills
- Excellent communication and stakeholders management skills
- Demonstrates the ability to empower a team of volunteers and/or casual contractors

POSITION DESCRIPTION

Core Competencies

These competencies apply to all employed by MPBC

- Acts with integrity
- Aligns with clients/ministry leaders
- Communicates effectively
- Flexibility
- Develops self
- Maintains focus
- Pursues personal and professional growth
- Is kingdom minded
- Accepts accountability
- Works well with others – a team player