



MOUNT HOLLYWOOD
UNITED CHURCH OF CHRIST

Now Hiring: Hybrid Worship Technical Assistant

The following part-time position is currently available with Mount Hollywood United Church of Christ. If interested, ***please submit a cover letter and resume to admin@mounthollywood.org.***

Job Title: Hybrid Worship Technical Assistant
Reports to: Moderator and Minister
Location: Mount Hollywood United Church of Christ
1733 N. New Hampshire Ave
Los Angeles, CA 90027
Hours: 4-5 hours/week, including Sundays 9:30 am-12pm
Compensation: \$30/hour

SUMMARY DESCRIPTION

Mount Hollywood is a small, vibrant, intergenerational, theologically progressive LGBTQ+ welcoming congregation of the United Church of Christ. As we look forward to a post-pandemic world, we are undergoing a project to expand worship to a hybrid model, using the Zoom platform. This will include 2-3 cameras, and will involve switching between cameras and inserting hymn lyrics, titles, slides and graphics in real time.

The Hybrid Worship Technical Assistant is a new position created to run all technical aspects of Worship. They will work collaboratively with the Minister and Music Director to help create a smooth, welcoming, immersive worship experience for our remote congregation. This position can be filled by a student intern on a semester basis, or by someone looking for a longer term position. The ideal candidate is reliable and creative, works well under pressure and is able to switch gears quickly.

RESPONSIBILITIES

- Train and practice during the month of August (paid at rate), with the goal of streamlining the process by September 12th.
- Run Zoom and all technical aspects of Worship every Sunday morning including but not limited to:
 - Insert names, titles, hymn lyrics slides, and graphics into Zoom
 - Controlling camera views
 - Facilitating the live chat during the worship service

- A/V equipment set up (including live streaming cameras and live audio), troubleshooting, and break down
- Edit videos for worship service and promotional material for social media
- Post/upload videos to social media and our website
- Holiday hours including Christmas Eve and Easter required, but paid at time and a half
- Additional hours may become available for special events, etc.

QUALIFICATIONS

- Experience with live video production (can include social media like Facebook Live)
- Demonstrated interest and investment in live video production. We are looking for someone who is excited to learn and grow with us.
- Students studying film, multimedia production, telecommunications technologies, digital media content creation, etc. are encouraged to apply.
- Detail-oriented, strong planning, and excellent communication skills, and ability to take direction
- Calm and clear-headed under pressure; ability to think on your feet and quickly problem solve.
- Comfortable working in a diverse, progressive, faith-based community
- Reliable, timely and communicative

YOU'LL STAND OUT IF YOU HAVE

- A foundational understanding of audio systems and sound mixing
- Experience editing video, live and in post-production
- Experience with Zoom, Facebook Live, YouTube Live
- Social media fluency
- Experience evaluating and enhancing accessibility of online content (ex. closed captioning videos)

Mount Hollywood is an equal opportunity employer and does not discriminate against candidates on the basis of race, ethnicity, religion, sex, gender, sexual orientation, gender identity, disability status, or veteran status. People of color, women, LGBTQIA+ individuals, and members of other historically marginalized groups are strongly encouraged to apply.