

TECHNOLOGY MANAGER

Part-time, estimated 15-25 hours per week position at hourly rate of \$14.16. Schedule includes attendance at Sunday worship services as well as other worship services and events as needed. No benefits are associated with this position.

Job Summary: This position will source, manage, operate and train other Prince of Peace (POP) staff and volunteers in the operation of the audio visual, PC, church management, security and other hardware and software required to support POP's Ministry.

Key Duties:

- Provide technical leadership and train other volunteers in operation of technology that supports POP's ministry including sound board, cameras, microphone, PCs and software.
- Ownership of POP technology vendor relationships such as Tithe.ly, RING, Internet service providers, PC and AV equipment hardware and software vendors.
- Collaborate with the Communication Manager in filming, recording, editing and publishing video and audio content in support of weekly services, POP events, opportunities for volunteers, community outreach, and the like.
- Oversee maintenance and care of equipment and software for this area of ministry.

Minimum Qualifications:

Degree in Computer Technology or related field preferred, or equivalent experience.

If interested, please send cover letter and resume to secretary@popportage.org.