

**CONGREGATIONAL SUMMER ASSEMBLY (CSA)**  
**SOUND TECHNICIAN**

**Reports to:** Managing Director

**Supervisory Function:** None

**Purpose:** The Sound Technician is responsible for setting up, operating, and maintaining audio equipment; ensuring clear and effective sound during church services, musical performances, and special events, often collaborating with the Choir Director and Operetta Producer/Director to achieve desired sound levels and mixes. Sets up microphones and troubleshoots any technical issues that arise during a recording or live performance.

**Job Type:** Seasonal/Part-Time - weekly church service, Adult and Children's Operettas, and 3 summer concerts.

**Skill and Knowledge Requirements:**

- Knowledge of and interest in broadcast and recorded sound
- Technical ability in operating sound equipment
- Understanding of the physics of sound, technical aptitude - including an awareness of current sound technology and equipment, good aural skills
- Excellent communication skills and attention to detail

**Essential Functions:**

- Pre-Event Setup: Arrive early to set up microphones, speakers, mixing boards, and other sound equipment
- Sound Checks: Perform thorough sound checks, including gain settings, monitor mixes, and proper volume levels
- Live Sound Mixing: Operate mixing boards and other sound devices to ensure clear and balanced sound
- Troubleshooting: Quickly identify and resolve any audio issues that arise during services or events
- Equipment Maintenance: Ensure the proper maintenance and upkeep of all audio equipment
- Collaboration: Work closely with the Choir Director and Operetta Producer/Director to understand their needs and goals for sound and music

**Physical Requirements:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.

**DISCLAIMER:** The information presented above indicates the general nature or level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.