

T E C H



A R T S

Technical Arts Ministry of Mid-Cities Church



WELCOME

Hello and welcome to the Technical Arts Ministry of Mid-Cities Church. We are delighted to have you come along-side our team and serve.

This team is dedicated to helping create an atmosphere of worship in each of our venues. Our vision here is simple, to lead others to become fully devoted followers of Christ, by utilizing the tool of technical arts.

This team is focused on excellence and quality, but we will never allow our art-form to take a place higher than God and His work in our midst.

Utilizing some of the most advanced tools in the world of audio-visual is not only exciting and fun, but also can create certain challenges to ensure that excellence is met and maintained. It is a delicate balance, but your commitment and dedication to serving will help to ensure that we always bring our best.

In closing, please know that I am here for you and your family. If you ever need me, please do not hesitate to reach out. Blessings on you and your family and thank you for serving the people of Mid-Cities Church!

Bryan Ramsey; Director of Production & Technical Arts



THE CODE



THE CODE, IS WHAT WE CALL OUR CORE SET OF VALUES HERE IN THE TECHNICAL ARTS MINISTRY. IT IS MORE THAN A STATEMENT OF FAITH, AS IT IS MORE OF A FOCUS AND PERSPECTIVE OF WHAT WE WILL BE ABOUT AT OUR VERY CORE. THE CODE HELPS SHAPE ALMOST EVERYTHING WE DO. THE CODE GIVES OUR TEAM LEADERSHIP SOMETHING TO LOOK TOWARD, OUR VOLUNTEERS SOMETHING TO MODEL AND OUR PEOPLE SOMETHING TO BE ENCOURAGE BY.

| VISION & VALUES

WE ARE FAITH-FILLED, BIG THINKING, BET-THE-FARM RISK TAKERS
WE'LL NEVER INSULT GOD WITH SMALL THINKING AND SAFE LIVING.

WE ARE ALL ABOUT THE CAPITAL "C" CHURCH
THE LOCAL CHURCH IS THE EMBODIMENT OF CHRIST AND AS SUCH, THE HOPE OF THE WORLD AND WE KNOW WE CAN ACCOMPLISH INFINITELY MORE TOGETHER THAN APART.

WE WILL GIVE UP THINGS WE LOVE FOR THINGS WE LOVE EVEN MORE
IT'S AND HONOR TO SACRIFICE FOR CHRIST AND HIS CHURCH.

WE WILL LEAD THE WAY WITH IRRATIONAL GENEROSITY
WE TRULY BELIEVE IT IS MORE BLESSED TO GIVE THAN TO RECEIVE.

WE WILL LAUGH HARD, LOUD AND OFTEN
NOTHING IS MORE FUN THAN SERVING GOD WITH PEOPLE YOU LOVE.

WE WILL ALWAYS BRING OUR BEST
EXCELLENCE HONORS GOD AND INSPIRES PEOPLE.

WE ARE SPIRITUAL CONTRIBUTORS NOT SPIRITUAL CONSUMERS
THE CHURCH DOES NOT EXIST FOR US. WE ARE THE CHURCH AND WE EXIST FOR THE WORLD.

WE WILL HONOR CHRIST AND HIS CHURCH WITH INTEGRITY
IF WE LIVE WITH INTEGRITY, NOTHING ELSE MATTERS.
IF WE DON'T LIVE WITH INTEGRITY, NOTHING ELSE MATTERS.

WE WILL DO ANYTHING SHORT OF SIN TO REACH PEOPLE WHO DON'T KNOW CHRIST
TO REACH PEOPLE NO ONE IS REACHING, WE'LL HAVE TO DO THINGS NO ONE ELSE IS DOING.

THE WIN

CREATE A COMFORTABLE ENVIRONMENT FOR OUR GUESTS, ATTENDERS AND SEEKERS ATTENDING EACH EXPERIENCE BY PROVIDING EXCELLENCE IN EVERY FACET OF TECHNICAL ARTS; THEREBY REMOVING DISTRACTIONS THAT WOULD HINDER THE WORK OF GOD.

GUIDELINES

ARRIVE ON TIME AND ATTEND THE TECHNICAL ARTS TEAM HUDDLE.

CREATE AN EXCELLENT ENVIRONMENT.

PRAY OVER THE STAGE AND THE VENUE.

PROVIDE FEEDBACK ON OPPORTUNITIES WHERE WE CAN STRIVE TO PROVIDE BETTER SERVICE TO OUR TEAM OR OUR GUESTS.

ROLES

COACH THE COACH ROLE IS VITAL TO THE OPERATIONAL SUCCESS OF THE TECHNICAL ARTS MINISTRY OF OUR CHURCH. A TEAM COACH IS COMMITTED TO MAKING SURE RELATIONSHIPS ARE MAINTAINED WITHIN THE VOLUNTEER STAFF TO ENSURE THAT WE ARE HITTING OUR GOALS AND MAINTAINING EXCELLENCE. THE NATURE OF THEIR ROLE IS PREDICATED ON SERVANT LEADERSHIP, ENSURING THAT THE VOLUNTEERS SERVING ARE COMFORTABLE, ARE RESOURCED CORRECTLY AND ANY ISSUES ARE ADDRESSED IN A TIMELY MANNER.

ZONE LEADER THE ZONE LEADER IS RESPONSIBLE FOR MAINTAINING THE VENUE OR ZONE THEY ARE PLACED IN CHARGE OF. BEING THE FRONT LINE OPERATORS OF THE COACH, THE ZONE LEADER WILL BE THE PRIMARY POINT OF CONTACT FOR THOSE SERVING IN THAT PARTICULAR ZONE(VENUE). THE ZONE LEADER WILL ENSURE THAT ALL NEEDS ARE ADDRESSED AND ANSWER ANY QUESTIONS THAT MIGHT ARISE WHILE ENSURING EXCELLENCE, RESOURCING AND TRAINING OBJECTIVES ARE MET.

ROLES *continued*

STAGE PREP TEAM THE STAGE PREP TEAM IS RESPONSIBLE FOR ENSURING THAT THE STAGE IS PREPARED FOR THE EXPERIENCE. BEING THE FRONT LINE OPERATORS OF THE ZONE LEADER, PRODUCER, AUDIO ENGINEER AND MEDIA TEAM LEADER, THE STAGE PREP TEAM IS ESSENTIAL TO ENSURING OUR QUALITY AND EXCELLENCE GOALS ARE MET. ANOTHER VITAL FACET OF THE PREP TEAM ENCOMPASSES THE PHYSICAL AND SPIRITUAL TOUCH POINTS OF THE TECHNICAL ARTS TEAM. BY BEING PRAYERFUL OVER THE WORSHIP TEAM AREAS AND THE VENUE PLACED WITHIN THEIR CARE, THE PREP TEAM NOT ONLY PROVIDES PHYSICAL READINESS BUT SPIRITUAL COVERING OF THE EVENT.

PRODUCER THE PRODUCER WILL ENSURE THAT EXPERIENCES ARE EXECUTED SEAMLESSLY BETWEEN ALL DEPARTMENTS AND DISCIPLINES WITHIN THE TECHNICAL ARTS TEAM ENSURING THAT THE WORSHIPFUL ATMOSPHERE OF THE MOMENT IS MAINTAINED BY DISTRACTION FREE TIMING, CUE IMPLEMENTATION AND STAGE INTEGRITY.

AUDIO ENGINEER THE AUDIO ENGINEER WILL SPECIALIZE IN THE OPERATION OF AUDIO COMPONENTS WITHIN THEIR DEFINED SPACE. BE IT VENUE OR BROADCAST, THE AUDIO ENGINEER IS RESPONSIBLE FOR MEETING THE AUDIO NEEDS OF THE WORSHIP TEAM, PASTORS AND OTHERS LEADING OUT IN THE EXPERIENCE. BY PROVIDING EXCELLENT, DISTRACTION-FREE AUDIO FOR OUR GUESTS, THE AUDIO ENGINEER IS VITAL TO THE ATMOSPHERE OF THE EXPERIENCE.

LIGHTING DIRECTOR THE LIGHTING DIRECTOR WILL ENSURE THE ATMOSPHERE OF THE EXPERIENCE IS EXECUTED AT A HIGH LEVEL BY IMPLEMENTING PROPER STAGE LIGHTING AND EFFECT LIGHTING. THE LD WILL ENSURE A DISTRACTION FREE ENVIRONMENT FOR OUR GUESTS. IN ADDITION, THE LS WILL BE RESPONSIBLE FOR MEETING THE LIGHTING NEEDS OF MEDIA AND BROADCAST TEAMS.

ROLES *continued*

MEDIA TEAM LEAD THE MEDIA TEAM LEAD ENSURES THAT PROPER GRAPHICS, IMAG AND OTHER MEDIA CONTENT SOURCES ARE EXECUTED CLEANLY AND DISTRACTION FREE. LEADING THE PRO-PRESENTER, CHARACTER GENERATION (CG) AND CAMERA TEAMS, THE MEDIA TEAM LEAD IS VITAL TO THE SUCCESSFUL IMPLEMENTATION OF MEDIA IN OUR EXPERIENCES.

BROADCAST/CHURCH ONLINE TEAM THE BCO TEAM IS RESPONSIBLE FOR ENSURING THAT THE EXPERIENCES ARE RELAYED TO OUR ONLINE, BROADCAST, AND CAMPUS EXPERIENCES IN AN EXCELLENT MANNER. FOCUSING ON CONTENT DELIVERY AND EXECUTION OF TIMELINESS IS AN MAJOR COMPONENT OF THE BCO TEAM THEREIN ENSURING HIGH QUALITY CONTENT DELIVERY TO OUR GUESTS WITHIN THOSE EXPERIENCES.

THE WIN

CREATE A COMFORTABLE ENVIRONMENT FOR THOSE SERVING ON THE TECHNICAL ARTS TEAM BY BUILDING AND MAINTAINING RELATIONSHIPS BY PROVIDING LEADERSHIP AND REGULAR COMMUNICATION REGARDING VOLUNTEER ROLES.

GUIDELINES

ARRIVE ON TIME AND ATTEND THE TECHNICAL ARTS TEAM HUDDLE.

CONNECT WITH YOUR TEAM AFTER THEY HAVE CHECKED IN. MAKE SURE EACH PERSON KNOWS THEIR ASSIGNMENT LOCATION AND COMMUNICATE ANY SPECIFIC DETAILS TO THE WEEKEND.

MAINTAIN CONTACT WITH YOUR TEAM VIA EMAIL, PHONE CALLS, TEXTS, GROUP ME, PLANNING CENTER AND HAND WRITTEN NOTES ETC. BUILDING RELATIONSHIPS HELP EACH ZONE LEADER AND VOLUNTEER FEEL NEEDED AND KNOWN.

IDENTIFY VOLUNTEERS WHO COULD BE FUTURE ZONE LEADERS OR COACHES AND WORK WITH THE TECHNICAL ARTS PASTOR/DIRECTOR TO BEGIN TRAINING THEM. THIS HELPS US BE READY AS GOD CONTINUES TO GROW OUR CHURCH AND OUR TEAM.

FOLLOW UP WITH VOLUNTEERS WHO HAVE MISSED AN OPPORTUNITY TO SERVE. MAKE THEM FEEL MISSED, WANTED AND NEEDED.

PROVIDE FEEDBACK ON OPPORTUNITIES WHERE WE CAN STRIVE TO PROVIDE BETTER SERVICE TO OUR TEAM OR OUR GUESTS.

ZONE LEADER



THE WIN

CREATE A COMFORTABLE ENVIRONMENT FOR THOSE SERVING WITHIN YOUR ZONE BY BUILDING RELATIONSHIPS, PROVIDING LEADERSHIP AND COMMUNICATING CLEARLY AND REGULARLY ABOUT VOLUNTEER ROLES.

GUIDELINES

ARRIVE ON TIME AND ATTEND THE TECHNICAL ARTS TEAM HUDDLE.

CONNECT WITH YOUR TEAM AFTER THEY HAVE CHECKED IN. MAKE SURE EACH PERSON KNOWS THEIR ASSIGNMENT LOCATION AND COMMUNICATE ANY SPECIFIC DETAILS TO THE WEEKEND.

TRAIN NEW VOLUNTEERS IN YOUR ZONE. CLEARLY COMMUNICATE EXPECTATIONS AND SPECIFICS OF THE ROLE. FOLLOW THESE STEPS WHEN YOU ARE TRAINING A NEW VOLUNTEER:

* I DO IT. YOU WATCH.
* WE DO IT TOGETHER.

* YOU DO IT. I WATCH.
* YOU DO IT.

MAINTAIN CONTACT WITH YOUR TEAM VIA EMAIL, PHONE CALLS, TEXTS, GROUP ME, PLANNING CENTER AND HAND WRITTEN NOTES ETC. BUILDING RELATIONSHIPS HELP EACH VOLUNTEER FEEL NEEDED AND KNOWN.

IDENTIFY VOLUNTEERS WHO COULD BE FUTURE ZONE LEADERS OR COACHES AND WORK WITH THE TECHNICAL ARTS PASTOR/DIRECTOR TO BEGIN TRAINING THEM. THIS HELPS US BE READY AS GOD CONTINUES TO GROW OUR CHURCH AND OUR TEAM.

FOLLOW UP WITH VOLUNTEERS WHO HAVE MISSED AN OPPORTUNITY TO SERVE. MAKE THEM FEEL MISSED, WANTED AND NEEDED.

PROVIDE FEEDBACK ON OPPORTUNITIES WHERE WE CAN STRIVE TO PROVIDE BETTER SERVICE TO OUR

PREP TEAM



THE WIN

CREATE A COMFORTABLE ENVIRONMENT FOR THOSE SERVING AND LEADING WORSHIP BY PREPARING EACH VENUE STAGE IN A WAY THAT ELIMINATES SAFETY CONCERNS, DISTRACTIONS AND CLUTTER AND THEREBY DEMONSTRATE OUR CONCERN FOR THE OVERALL IMPACT OF WORSHIP IN THE EXPERIENCE.

GUIDELINES

ARRIVE ON TIME AND ATTEND THE TECHNICAL ARTS TEAM HUDDLE.

CONNECT WITH YOUR ZONE TEAM LEADER. THEY WILL ASSIGN YOU TO A PARTICULAR AREA AND COMMUNICATE ANY DETAILS SPECIFIC TO THE WEEKEND.

PREPARE EACH POSITION ON THE STAGE FOR THOSE LEADING, MAKING SURE ALL SUPPLIES ARE IN PLACE AND THE AREA IS FREE OF ANY DISTRACTION OR SAFETY CONCERNS.

CREATE AN EXCELLENT ENVIRONMENT BY CLEANING UP ANY SPILLS OR DEBRIS YOU FIND.

PRAY OVER THE STAGE AND THE VENUE. YOU'VE SET THE STAGE FOR GOD TO DO WHAT ONLY HE CAN DO.

PROVIDE FEEDBACK ON OPPORTUNITIES WHERE WE CAN STRIVE TO PROVIDE BETTER SERVICE TO OUR TEAM OR OUR GUESTS.

THE WIN

CREATE A COMFORTABLE ENVIRONMENT FOR THOSE ATTENDING THE SERVICE OR EVENT BY PURSUING EXCELLENCE IN THE AREAS OF AUDIO, VIDEO AND LIGHTING.

GUIDELINES

ARRIVE ON TIME AND ATTEND THE TECHNICAL ARTS TEAM HUDDLE.

CONNECT WITH YOUR ZONE TEAM LEADER. THEY ENSURE YOU HAVE EVERYTHING YOU NEED TO BE SUCCESSFUL AT YOUR ASSIGNED TASK AND AREA.

PREPARE ANY THING THAT NEEDS TO BE TWEAKED FOR THE SUCCESSFUL UTILIZATION OF THE EQUIPMENT YOUR ARE OPERATING. ENSURE THAT ANY ISSUES ARE COMMUNICATED QUICKLY TO YOUR COACH, ZONE LEAD OR DIRECTOR.

CREATE AN EXCELLENT ENVIRONMENT BY CLEANING UP ANY SPILLS OR DEBRIS YOU FIND.

PRAY OVER THE STAGE AND THE VENUE. YOU'VE SET THE STAGE FOR GOD TO DO WHAT ONLY HE CAN DO.

PROVIDE FEEDBACK ON OPPORTUNITIES WHERE WE CAN STRIVE TO PROVIDE BETTER SERVICE TO OUR TEAM OR OUR GUESTS.

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