

**Job Title:** Church Tech Team Lead  
**Reports To:** Business Manager  
**Parish:** St. Patrick Catholic Church, Yorkville, IL  
**Position:** Full-time, Benefits

### **POSITION SUMMARY**

The Tech Team Lead is responsible for the oversight of all areas of the Tech Team and the production equipment for the church and parish center. This position reports to the Business Manager but is accountable to and gets creative direction from the Pastor. This position is full-time benefit eligible.

### **Responsibilities**

- Plans, organizes, leads, and implements the use of media technology in worship and for other parish events.
- Supports the weekend experience in a technical capacity by serving as the point of contact for St. Patrick's tech, music, homily teams, and clergy.
- Recruits and trains tech volunteers on their duties, including basic operational and troubleshooting instructions, and minor editing.
- Creates monthly schedules for all areas of the Tech Team to ensure coverage for the weekend Masses and other scheduled liturgies and events where tech is needed.
- Plans and budgets for tech-related equipment, maintenance, and services including sound/audio, video/cameras, computers, software, etc.
- Works with other teams in the parish to support tech needs as requested and/or scheduled.

### **Qualifications**

- 3-5 years of technical knowledge, preferably in a church environment
- Ability to work weekends and some evening work.
- Attention to detail and drive for excellence.
- Experience with ProPresenter or equivalent software.
- Ability to build relationships with volunteers, teams, staff, etc.
- Live within 40 minutes of the Yorkville community
- Must support the mission, values, goals, philosophy and policies of the Roman Catholic Church and the Diocese of Joliet.

*To apply for this position, please email your resume and cover letter to Human Resources at [hr@stpatrickyorkville.org](mailto:hr@stpatrickyorkville.org).*