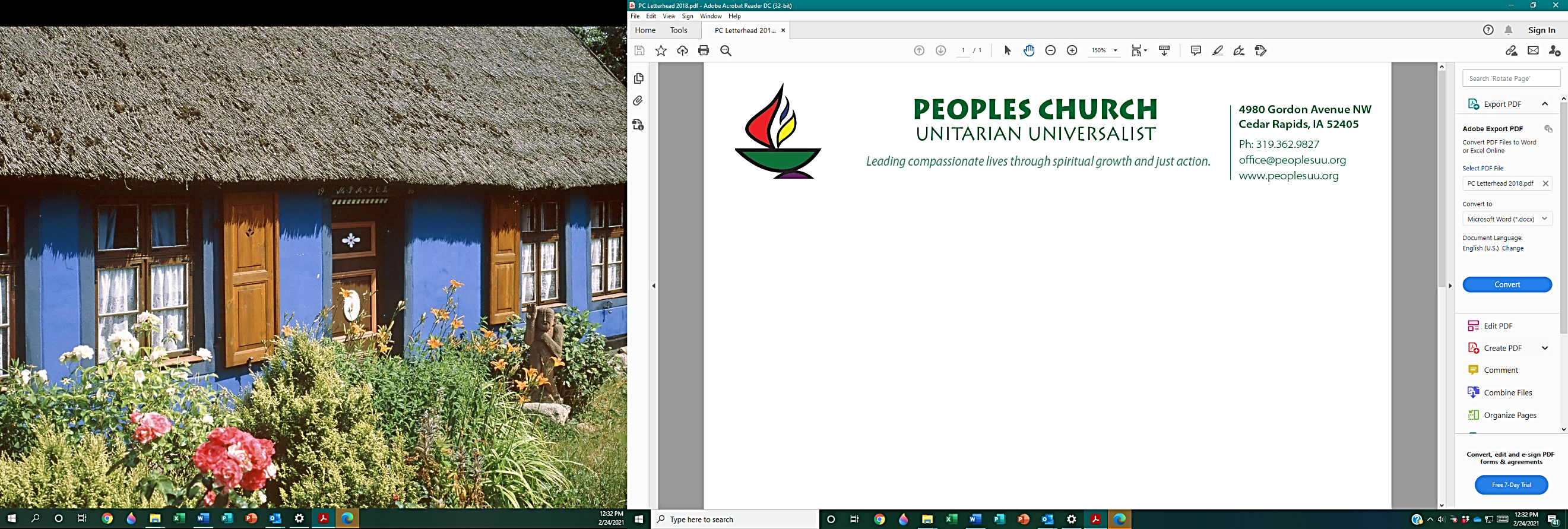
** POSITION DESCRIPTION .**

**Title:**  Internet Outreach Technician

**Reports to**: Minister

**FLSA Status:** Nonexempt

**Hours and schedule:** 10:00 a.m. – 1:00 p.m., Sundays

twice per month, plus occasional special events

**Date revised:** October 25, 2023

**Purpose of Position n.**

Provide off-site access to Sunday morning worship service taking place in the physical sanctuary by broadcasting the service on Zoom, YouTube, and Facebook. Engage online community to create connections across geographic distance.

**Core Competencies n**

* **Overall Demeanor:** Maintains positive composure and patience when under stress; is willing to learn new things.
* **Vision and Purpose:** Accepts Unitarian Universalist values, including tolerance towards people of all backgrounds, including races, sexual orientations, gender identities, and faiths.
* **Trust and Integrity:** Is widely trusted to keep confidences, admit errors, and adhere to a transparent set of personal and professional values that are congruent with the ministry and mission of the congregation.
* **Conflict Management:** Recognizes and resolves conflicts effectively, applying principles of active listening, collaboration, and equity.

**Essential Functions n**

* Proficiently operate a windows computer, including the following applications:
  + online email
  + PowerPoint
  + OneDrive
  + Zoom

**Qualifications n**

* Familiarity and experience with the following is preferred:
  + vMix or another video mixer
  + Zoom
  + camera control
  + photography
  + video editing system
  + Canva
  + running a soundboard
  + setting up microphones
* Note that qualifications may be met as a result of lived experience, volunteer work, professional experience, and/or formal or informal training.
* We are committed to developing a diverse and talented staff team. If you are excited about this role, but unsure whether you meet 100% of the requirements, we encourage you to inquire and/or apply. On-site training tailored to the specific system at Peoples Church will be provided.

**How to Apply .**

* To join the dedicated staff of a liberal religious community, email cover letter and resume to [humanresources@peoplesuu.org](mailto:humanresources@peoplesuu.org).
* Applicants are welcome to send videos demonstrating experience, but not required.
* The starting hourly wage is $19.00 - $20.00, depending on experience.
* The position will remain open until a suitable candidate is hired.

Contact Rev. Carin Bringelson, Peoples Church Unitarian Universalist Minister, with any questions at [minister@peoplesuu.org](mailto:minister@peoplesuu.org).