

# **Media Booth Team**

## Expectations & Responsibilities

### **Overview**

The CHBC Media team serves to provide and operate all media and technology during worship services at Coral Hill.

### **Team Leader Expectations** (Media Director serves as Team Leader)

1. Provide a schedule for booth volunteers at all Coral Hill services (Sunday & Wednesday) a month in advance.
2. Provide adequate training for all volunteers
3. Provide media volunteers for external events unrelated to Coral Hill worship services. (ie. weddings, meetings, etc)
4. Facilitate all troubleshooting situations.
5. Responsible for creating service outline for projection

### **Team Responsibilities**

1. Attend all trainings/meetings
2. Willing to be asked to serve on occasion for church calendar events
3. Maintain a spirit of cooperation, service, and faithfulness
4. Serve with a heart of worship. The media booth keeps the service flowing, mistakes can become distractions.
5. Keep learning. Media is ever changing and we need volunteers who are willing and ready to learn.

### **Frequently Asked Questions**

- 1. How will I know when I am scheduled?** You can check the volunteer schedule any time at [www.coralhillbaptist.com/thisweek](http://www.coralhillbaptist.com/thisweek)
- 2. What time am I expected to serve? to arrive?**  
Serving at the 9:00 service? Please arrive by 8:30am  
Serving at the 10:30 service? Please arrive by 10:15am
- 3. I have little to no experience with media, can I still serve?** Absolutely. We make it a priority to train you before you serve in the booth. That training could include one on one work with the media director as well as shadowing during a Sunday morning service.

- 4. Do I have to learn every piece of equipment or can I focus on one?** You can invest in as much as you want. We have individuals that only work sound while others focus primarily on projection.
- 5. How often will I serve in the booth?** Our goal is that you will serve once a month in the booth during the service you traditionally attend. Rarely are there exceptions. However, emergencies happen which forces us to change the schedule. We just ask that you remain flexible and focused on having a servants heart.
- 6. Is there any other responsibilities or expectations I should be aware of?** We ask that individuals use the greatest care around the equipment. The equipment is expensive and prone to breaking if introduced to the wrong elements. We ask that you keep food, water and untrained individuals to a minimum while serving in the booth.

### **Additional Remarks**

This role has a direct impact on the worship atmosphere. A person serving in this capacity is just as much a worship leader as the musicians on stage. Please strive to eliminate all distractions while serving.