



## Student Employee Job Description

<b>Position Title</b>	<b>Chapel AV Tech Position</b>		
<b>Date Updated</b>	9/12/22		
<b>Dept Name</b>	Spiriutal Life (Chapel)	<b>Dept #</b>	320
<b>Contact</b>	Spiritual Life Staff	<b>Email</b>	<a href="mailto:chelseahostetler@multnomah.edu">chelseahostetler@multnomah.edu</a>
<b>Weekly Hours</b>	Th: 8:30-11:00am, various other hours throughout the week (on call as needed)		
<b><u>Primary Physical Working Conditions</u></b>	Common Area/Conference Room	<b>Primary Location</b>	Portland campus
<b>Position Summary</b>	Provide sound reinforcement and video recording support for live Chapel opportunities		

### Responsibilities

Assist Chapel AV Technician(s) in providing sound reinforcement and video recording as needed for all Chapel opportunities.

Videotape all Chapel opportunities

Upload, manage and project Powerpoint slides at Chapel

Maintain regular work hours and attend all necessary meetings.

Be available for various on-call Spiritual Life & Student Life opportunities such as The Porch, Voices Events, etc.

### Skills and Experiences gained from this position

Mixing live worship events

Mixing both digital and analog sound reinforcement platforms

Proficient with Powerpoint

Video recording

### General Expectations for all Student Employees

Communicate with Co-Workers

Have good customer service

Follow through on tasks and details

Communicate with Supervisor

Manage time and prioritize while at work

Be on-time to work

### Eligibility / Restrictions

Student Employees cannot exceed 20 hours / week while classes are in session and 40 hours / week during class breaks

Must be enrolled at least half-time to be eligible for this position

### Apply

[Online Application](#)

**Contact** Spiritual Life Staff

**Email** [chelseahostetler@multnomah.edu](mailto:chelseahostetler@multnomah.edu)