



# St. Andrew Presbyterian Church

## SHALOM

### Roles of Worship Team Personnel

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*SHALOM Worship Volunteers are part of the team that prepares our space and people for worship.*

#### **Sunday Elder**

- See “Sunday Elder Responsibilities”

#### **Tech Team:**

##### **PowerPoint operator: (located at the computer)**

- Turn on the projectors and computer.
- Follow along with the service and click to the next screen as the worship service progresses.
- After worship, turn off the projector and laptop. Return the laptop to Scott’s desk for storage.

##### **Live-stream operator: (located at the computer or AV console)**

- Before the service, turn on the computer, microphones, and cameras. Test volume and other settings.
- Follow along with the service, using the correct settings in vMix and cameras to capture worship at the pulpit or the table.
- Ensure service is being recorded.
- During Sharing of Joys and Concerns, play pre-recorded video for the worshipers viewing at home.
- After the service, send the stream to home views.
- After the service, turn off all equipment. Secure all equipment and return computers to Scott’s office.
- Debrief with pastor about any issues to be addressed.

#### **Sunday Deacon**

- Prepare Communion elements
- See “Sunday Deacon Responsibilities”