

MN KIDS CAMP JOB DESCRIPTION – MEDIA COORDINATOR

OBJECTIVE

- Make sure that the media for worship, halftime and the camp speaker gets set up and flows smoothly during worship center activities.
- Approved playlists only!

REPORT TO

- Camp Coordinator & Assistant Coordinators
- Communicate with Rec Coordinator, music leads & speaker for specific needs they have.

RESPONSIBILITIES

Pre-camp

1. Pray for all campers, volunteers and Evangelists.
2. Make sure there will be a computer available to use in the worship center that is reliable to run any media that may be needed for worship center activities. (Pro-Presenter and a Mac are preferred)
 - The Worship Center got a new computer for this use in 2016 but please check to make sure that it is in good working order before camp.
3. Read and understand the Camp Volunteer Manual.

Camp

- Arrive at camp the day before to assist with set up and prepping for camp session.
1. Media Responsibilities
 - Set up computer in Worship Center (or make sure whoever you recruited to do so has everything that they need)
 - Work with worship team to input the worship songs into presentation software
 - Work with Halftime Coordinator and input any video/media needed for halftime
 - Work with camp speaker and import any slides that they might have for their presentations
 - Run media for Camper Orientation, all Morning Services, Evening Services and Halftimes.
 - Be in the sanctuary at least 30-45 minutes before each service!
 2. Meal Server
 - Arrive at the time listed on the schedule for the meals you are assigned.
 - You will eat before serving.