



## COMPUTER GRAPHICS (CG) OPERATOR

A CG Operator uses computer software to display the support graphics onto projection screens/TV's for an event or gathering. These graphics will include song lyrics, announcements, teaching points, and other forms of graphics. No experience is necessary; training will be provided.

**Expectation:** A CG Operator will understand the basics of software operation and importance of timing of when to display content upon completion of training. This includes navigating the software, importing songs/presentations, editing slides, and importing images/videos. A CG Operator must be familiar with the flow of gatherings or events prior to the scheduled serve date. Familiarity with outlined music in the gathering flow is also required. This information can be found by logging into Planning Center Services.

**Commitment:** Serve a minimum of one time a month, but no more than three times a month for Sunday volunteer positions. All other weekly gatherings or events can be as often as a volunteer would like. A volunteer must attend rehearsals for gatherings and events as scheduled. Typically rehearsals are on the same day as the gathering. There may be additional rehearsals for seasonal events.

**Training:** Training for this position will begin with production staff or another production volunteer. New volunteers will be shown the basic navigation and how to operate the software. The training times will happen at a separate scheduled time and/or during gatherings to begin practicing using the software. Production staff will determine when a volunteer is ready to operate the software on their own and then be scheduled regularly.