

PRODUCTION
TEAM
HANDBOOK



PRODUCTION TEAM HANDBOOK

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TEAM VERSE

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The end of all things is at hand; therefore be self-controlled and sober-minded for the sake of your prayers. Above all, keep loving one another earnestly, since love covers a multitude of sins. Show hospitality to one another without grumbling. As each has received a gift, use it to serve one another, as good stewards of God's varied grace: whoever speaks, as one who speaks oracles of God; whoever serves, as one who serves by the strength that God supplies—in order that in everything God may be glorified through Jesus Christ. To him belong glory and dominion forever and ever. Amen.

1 Peter 4:7-11

PURPOSE STATEMENT & VALUES

PURPOSE STATEMENT

LifePoint Music exists to nourish a Spirit led, biblically faithful, historically rooted, and musically skilled worship culture for all generations, ethnicities, and backgrounds to Find Life in Jesus Christ and Live Sent for His glory.

VALUES

PRAYER - We will live in vulnerable, childlike communion with God the Father.

PRESENCE - We will be relationally present with God and with people.

PRAISE - We will display wholehearted embodiment of grateful adoration.

PASSION - We will be all in or all out.

SCRIPTURE - We will live a life given over to the study, discussion, and display of God's Word.

HOSPITALITY - We will welcome strangers as neighbors and neighbors as family.

HUMILITY - We will deny ourselves, and honor others.

SERVANT LEADER PROCESS

WE ACCOMPLISH OUR PURPOSE IN 3 PRIMARY WAYS:

We recruit, disciple, and train both musicians and worship leaders for serving Christ through LifePoint Church.

We provide biblical community and pastoral accountability for all LifePoint Church musicians and worship leaders.

We resource the congregations of LifePoint Church and the global Church with fresh, prophetic, and enduring songs for congregational worship, and by providing engaging and life-giving environments where ministry occurs, in order that in everything, God may be glorified through Jesus Christ.

NEW VOLUNTEER

Source: Website
Individual Recruitment

CURRENT VOLUNTEER

Desires Additional
Area of Service



TOUR OF ALL
PRODUCTION AREAS



MEET WITH
PRODUCTION STAFF

- Confirm Decision to Serve
- Establish Orientation
- Planning Center Orientation
- Review of Ministry Operations



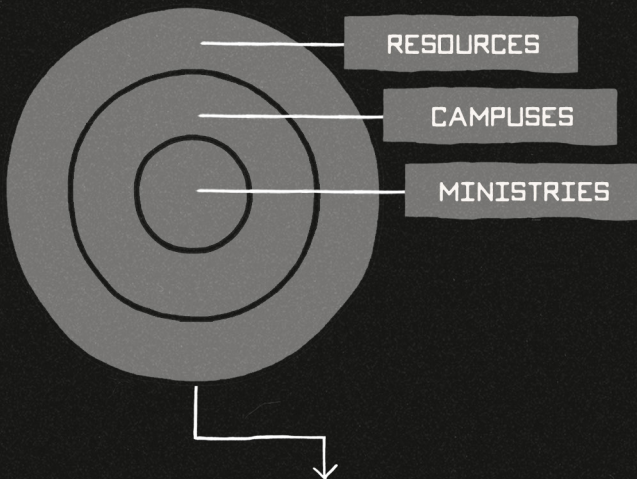
ORIENTATION PILOT PERIOD

Videos, Documentation,
Mentoring, & Competencies



TEAM LEAD DETERMINES READY

- Documentation
- Mentor's Feedback
- Serving Begins



RESOURCES

CAMPUSES

MINISTRIES

SERVICE IN MINISTRY

Supported, Developed,
& Disciplined

SPIRITUAL EXPECTATIONS

WRITTEN FROM COLOSSIANS 3:

As God's chosen ones, holy and beloved...

- Put on compassionate hearts, kindness, humility, meekness, and patience.
- Bear with one another and, if one has a complaint against another, forgive each other; as the Lord has forgiven you, so you also must forgive.
- Above all these put on love, which binds everything together in perfect harmony.
- Let the peace of Christ rule in your hearts, to which indeed you were called in one body.
- Be thankful.
- Let the word of Christ dwell in you richly, teaching and admonishing one another in all wisdom, singing psalms and hymns and spiritual songs, with thankfulness in your hearts to God.
- And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

BASED UPON THIS AND OTHER BIBLICAL TEXTS, THESE ARE THE CHARACTER QUALIFICATIONS FOR PRODUCTION TEAM MEMBERS:

Sincere, worthy of respect, and of a good reputation

Demonstrating a genuine desire to serve God and love people

Promoting a positive group dynamic and dealing with conflict resolution

AS A MEMBER OF THE PRODUCTION TEAM, WE ASK THAT YOU BE IN AGREEMENT WITH THE STATEMENTS BELOW:

- I am a member of LifePoint Church, having attended 1st Step and completed a pastoral membership interview.
- I am committed to biblical community, active in a Life Group, and attend services even when I am not scheduled.

- I am in agreement with the Statement of Faith and overall vision of LifePoint Church, and I support LifePoint with my prayers, resources, tithes and offerings. LifePoint Church Statements of Faith can be found at lifept.org/about.
- I am in harmony and integrity in my marriage, family relationships, business relationships and personal friendships. I have high moral conduct and Christian character inside and outside of LifePoint Church.
- I have an attitude of support and submission for all authority, including the leadership of the church as a whole and those who lead my respective area of service.
- I will demonstrate faithfulness in church attendance at LifePoint and overall faithfulness to fulfill the responsibilities pertaining to my specific ministry assignment.
- I am committed to maintaining a disciplined life of Bible study, prayer and fasting, as well as refraining from such things as illegal drugs, pornography, sexual immorality, drunkenness and all behaviors that might cause Christ to grieve and others to stumble.

- I am committed to building unity, being a peacemaker and a team player while having an attitude of grace, love, patience, long- suffering, service and humility.
- I am committed to address the sins of others, personal offenses, hurts and conflict with others in a biblical and timely manner.
- I will focus on Jesus and the essential issues of the faith as the priority of our common worship and service.

12 BIBLICAL QUALIFICATIONS FOR SERVANT LEADERS:

(see 1 Timothy 3:1-14; Titus 1:5-9)

Paul writes to us all, “I am writing you these instructions so that you will know how people ought to conduct themselves in God’s household, which is the church of the living God, the pillar and foundation of the truth.”

All production staff and servant leaders are expected to observe and to embody, with the help of the Holy Spirit, the following requirements for biblical servant leadership:

- Live above reproach.
- If married, be the husband of one wife or the wife of one husband.
- Be sober-minded or disciplined.
- Be respectable, well thought of by outsiders.
- Be hospitable.
- Be able to teach.
- Don't be a drunkard. (controlled by alcohol)
- Don't be violent or quick-tempered but gentle.
- Don't be arrogant or conceited.
- Don't be a lover of money.
- Be a good husband/father or wife/mother.
- Be a lover of what is good, upright and holy.

ABOUT US

ABOUT US

The LifePoint Music Production Team is a community of men and women who serve the Lord together as a vital part of the ministry of the Gospel at LifePoint Church.

When each member of the Production Team does their part to help our congregations worship the Lord and help our Pastors to present the gospel, it is more than simply pushing buttons or doing tasks... it is the ministry of the Gospel of Jesus Christ!

That ministry has been given to all who call upon His name in every part of their lives, not just in service on Sunday. Therefore, as a member of the LifePoint Music team, EVERY Production Team member has a part in EVERY story of life change at LifePoint Church.

TEAM ROLES

TEAM ROLES

The LifePoint Music Production Team is made up of various technical roles that facilitate the ministry-specific needs of a service or event.

PRODUCER

Producers serve by leading the team for all live services and events. These team members are a part of every campus and serve Sunday services and other events. They are responsible for coordinating all the production disciplines and interfacing with the Pastors, Worship Leaders, and Ministry/Event leaders. Most importantly, they should exemplify to their team the values of Prayer Presence, Praise, Passion, Scripture, Hospitality, and Humility.

AUDIO

Audio Engineers are responsible for all audio for all live events, including the live stream. These team members are a part of every campus and serve as part of Sunday services and other events. They serve by creating a well-balanced, sonically pleasing mix that is ministry appropriate.

VIDEO

The Video Team consists of Directors, Switchers, and Camera Operators who serve by getting all video content onto the screens in service and on the live stream. This team is specific to the Smyrna Campus, and they are a part of Sunday services and other events.

- The Director serves by leading the video team, directing the Camera Operators which shots to capture, and directing the Switcher which content to take.
- The Switcher serves by taking all the various video sources (cameras, CG, and Playback content) and using switching gear putting the director's choice of content onto the screens and live stream.
- The Camera Operators serve by capturing the content on the stage and in the room based on the direction given by the Director.

LIGHTING

Lighting Operators are responsible for lighting for all live events. These team members are a part of every campus and serve as part of Sunday services and other events.

They serve by creating an aesthetically pleasing environment that is ministry appropriate throughout the service or event.

CG AND VIDEO PLAYBACK

These team members are a part of every campus and serve as part of Sunday services and other events. They serve by loading and running the playback of all content displayed on the screens in service.

STAGE

Stage Managers and Stage Crew Members are a part of the main Sunday services and other events. This team is specific to the Smyrna Campus. They serve by managing the stage and backstage areas. They move items on and off stage and coordinate all stage movement with the Producer.

TECHNICAL DIRECTOR

Technical Directors serve at each campus as part of Sunday services and other events. These team members are responsible for looking after the technical aspects of all the production systems and providing all other team members with any support that they may need in order to succeed in their roles. These team members serve closely with the Producer to support all the production areas.

DRESS CODE

W O M E N

- In order to minimize distractions in the worship environment, anyone that will be on stage during services are required to wear dark colors (black is preferred but not required) and long pants.
- Dresses, skirts, jeans, pants, shirts, and blouses are all acceptable. When wearing skirts or dresses, please make sure the bottom comes down to your knee (when hands are raised). If you wear tights or leggings, please wear a top that comes down approximately 2 inches above your knee. We don't want to police any of this, please use sound judgment.
- Please make sure that shirts are modest as well. No low-cut necklines. Nothing see-through (example: really light colors, lace, etc).
- In our environments, we desire for everything to point to Christ, so we would ask that you are conscious of the design of shirts with logos or sayings on them. Not all content is appropriate for you to wear at church (example: no "Highway to Hell" t-shirts).
- No flip-flops.

MEN

- In order to minimize distractions in the worship environment, anyone that will be on stage during services are required to wear dark colors (black is preferred but not required) and long pants.
- Collared shirts, nice t-shirts, sweaters, etc. are all allowed. Please, no super deep V-necks (nobody wants to see your chest hair).
- In our environments, we desire for everything to point to Christ, so we would ask that you are conscious of the design of shirts with logos or sayings on them. Not all content is appropriate for you to wear at church. (example: no “Highway to Hell” t-shirts)
- No flip-flops.

CONNECT WITH US

W E B S I T E

lifept.org/production

E M A I L

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S O C I A L M E D I A

[@lifepointmusic](#)



