

### Weekend Band & Production Schedule

Changes / Comments	Time	Team	Event	Details
<b>- Saturday -</b>				
	3:00 pm	Full Sound Crew	Transport & Setup System	Arrive at Storage Shed
	4:15 pm	Drummer	Setup , Mic, & Sound Check Drums	
	4:30 pm	Full "On Week" Band <i>("Off Week" Band on weekends with a Prayer &amp; Worship Night)</i>	Personal Production Setup & Training Sound Check Band	Setup monitors, mics, direct boxes, stands, run & wrap cords, and assist drummer.
	5:00 pm	FOH Engineer & Prod. Manager Full "On Week" Band <i>("Off Week" Band on weekends with a Prayer &amp; Worship Night)</i>	Pray, Practice, & Finalize Cues (Production Setup)	The Sound Crew can leave after sound check & prayer. (But, the FOH Eng. & Prod. Manager will need to stay.)  Upper Bostian Auditorium
	5:00 pm	<i>"Off Week" Band</i> <i>("On Week" Band on weekends with a Prayer &amp; Worship Night)</i>	Pray & Practice (Acoustic Setup)	Lower Bostian Auditorium
	6:00 pm	Lighting Crew	Setup Lighting System & Cues	Upper Bostian Auditorium
	6:00 pm	Media Crew	Setup Media System & Cues	Lower Bostian Auditorium <i>(Upper Auditorium on days w/ a Prayer &amp; Worship Night)</i>
	7:00 pm	<i>"Off Week" Band</i> <i>Media Crew</i>	<b>Worship Jam</b>	<b>Lower Bostian Auditorium</b> <b>(Only Media - No Other Production Setup)</b> <b>(No Worship Jam on Prayer &amp; Worship Nights)</b>
	7:00 pm	Full "Off Week" Band FOH Engineer Media & Lighting Crews Production Manager	Prayer & Worship Night	Upper Bostian Auditorium (Usually once each month)
<i>9 pm on Prayer &amp; Worship Nights</i>	7:00 pm	FOH Engineer	Shut Down System & Lock Up	Lock all doors, including bathrooms.
<b>- Sunday -</b>				
	9:00 am	Full "On-Week" Band FOH Engineer Media Crew Production Manager	Prep & Run Through Finalize Cues	Power up, unlock doors & bathrooms, and clean room. Discuss cue planning & special media. Run though the full worship set. <b>All doors must be unlocked before 9am for Bible Study and Prayer participants!!</b>
	10:00 am	Lighting Crew	Pre-service Prep	
	10:30 am	Full "On-Week" Band FOH Engineer & Prod. Manager Media & Lighting Crews	<b>Sunday Morning Grace</b>	<b>See "Detailed Cues" Chart for additional cues.</b>
	Service End	All Grace Members	Greet Newcomers	Invite them to help you or go to lunch
	10 min after service	All Production Crew & Band Members (From Any Team)	Basic Tear Down	Tear down the stage, monitors, & all equipment not essential for the background music to play
	15 min after service	Full Sound Crew Media & Lighting Crews	Tear Down & Transport System Lock Up Venue	Everyone can leave except the teams on duty. Lock all doors (including bathrooms) and clean up rooms. Return the equipment to the shed (sound team only). Stands, power cords, and lighting equipment can stay in the Bostian storage room <i>if not needed during the week.</i> Items kept in Bostian may not be insured.

### Weekend Production Roles

Production Manager	FOH Engineer	Stage Engineer	Backstage Engineer	Stage Hands	Lighting Director	Lighting Assistants	Media Director

