



## AUDIOVISUAL TECHNICIAN

**Department:** Operations: Media Services

**Reports To:** Director of Media Services

<b>Hours/Week:</b> 12-15 Hours/Week	<b>FLSA Status:</b> Non-Exempt
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<b>Schedule:</b> Sunday worship and special events	<b>Job Class:</b> Specialist
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<b>Benefit Eligibility:</b> Not Eligible	<b>Location:</b> UPC Main Campus
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## SUMMARY

The UPC mission is: We are a family of communities joining Jesus to transform our lives and the lives of neighbors at the University of Washington, in our neighborhoods, and all around the world.

This position works all Sunday worship services, special events, and productions. It is responsible for a variety of audiovisual tasks.

## RESPONSIBILITIES

Primary duties include:

- Assembles, operates, maintains, and repairs the technical equipment used in audio and video applications.
- Sets up and takes down equipment and performs sound checks. Records speech, music, and other sounds.
- Operates audio and video equipment in a live production environment.
- Installing permanent AV equipment in offices or meeting rooms
- Cleaning, repairing, and maintaining all equipment.
- Creating records about inventory, maintenance and other key details related to the equipment.
- Providing technical assistance to users of AV equipment
- Uses analog and digital consoles to mix music, voice, and video playback.
- Uses proper lavalier and headset mic placement.
- Stays on task to follow cues during services and events.
- Routes audio over Ethernet using the Dante protocol.
- Monitors audio and video signals to detect quality deviations or malfunctions.

- Interprets and implements instructions and requests from producers, directors, and other colleagues.
- Anticipates and corrects any problems with urgency.
- Sets up and monitors audiovisual links between units in different locations.
- Communicates effectively with members of the team and other colleagues.

Other duties may include:

- Live camera operation.
- Video switching operation.
- Other duties as assigned.

## **QUALIFICATIONS**

- Deep and growing faith in Jesus Christ and a theology consistent with the mission of UPC. Has read and understood the Essential Tenants and agreed to support them in the work they do at UPC.
- Cross-cultural competency and awareness.
- Understand basic camera settings, rigs, and video feeds.
- Proficient in Final Cut Pro X, Adobe Premiere, Photoshop, and After Effects.
- Knowledge and good understanding of motion graphics, color correction and audio mixing is preferred.
- Creative thinking and problem-solving skills.
- Be able to interface analog, AES50, and Dante standards.
- Understand basic IP addressing, subnets, and the OSI model as it pertains to audio networking.
- Self-motivated and constantly looking for ways to improve service and process.
- A self-starter who possesses exceptional time management skills with great attention to detail, and the ability to work independently when managing multiple priorities.
- Demonstrated ability to stay up to date on current technologies and recent developments in relevant technologies; evaluate new technologies and promote the benefits associated with their adoption.
- Be eager to learn technology outside of core job responsibilities.
- Strong communication skills, both verbal and written, as well as collaboration skills with the ability to lead cross-functional efforts.

## **PHYSICAL REQUIREMENTS**

- Physical ability to walk stairs, work on feet or sit for extended time, and lift 20 pounds.

- Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.