Union Complex Audiovisual Technician (AV Tech)

Qualifications include basic knowledge and interest in audio visual technology, electronics, and computers, as well as working knowledge of Windows and Apple operating systems. The position requires 10-20 hours per week, including nights and weekends. If chosen for this position, students will be able to improve technical skills and gain real-world work experience. Students will not only acquire technical knowledge and skills, but will also advance their customer service and problem solving skills. We recognize students will likely not have existing knowledge related to the specific audio visual systems in use within our facilities, however we desire candidates with background skills and abilities conducive to becoming successful in role. Thus, the ideal candidate possess a background in audio visual technologies, computer desktop troubleshooting and/or basic electronics.

The position of AV Tech, includes, but is not limited to, the following duties:

1. Provide technical support for activities and programs requiring standby assistance at the Thad Cochran Center, R.C. Union, The Hub, Danforth Chapel, Trent Lott National Center, and outdoor spaces.
2. Meet with customer before, during, and after events to ensure the event goes as smoothly as possible for the customer.
3. Maintain an up to date and working knowledge of technology in facilities.
4. Setup microphones, mixer boards, laptops and other AV and technical equipment prior to events.
5. Maintain AV inventory and test cables and equipment.
7. Communicate with Event Services staff regarding non-technical needs during event.
8. Assist Technical Services Manager and other staff on special projects.
9. Complete shift report at the end of each shift.
10. Report and record unusual incidents, injuries, damaged property or emergencies.
11. Attend regular Student Staff meetings.
12. Participate in departmental research projects (assessments, trainings, ACUI surveys, etc.) and apply the results in practice.
13. Perform other duties assigned by the Director, Assistant Director for Operations, Technical Services Manager, Graduate Assistant for Operations, and other staff.

Union Departmental Learning Outcomes

1. Develop skills necessary to address issues that arise during work through problem solving techniques to implement an appropriate solution.
2. Empower everyone to understand the role that they play in the team and how to be engaged during their shift.
3. Allow for integrative learning to thrive by using information acquired not only at work, but also in the classroom and in daily interactions.