

Spike Island

PERSON SPECIFICATION: SENIOR AV TECHNICIAN

Assessment Methods:
App = Application form
Int = Interview
Task = Task

Attributes:	Essential:	Desirable:	Assessment Method: App/Int/Task
Qualifications:			
First Aid at Work certificate, or a willingness to undertake training.	●		App
PASMA (or equivalent) training completion including Working at Height, Access Towers for Users.		●	App
ITSSAR or IPAF (MEWP) training completion, including working with scissor lifts.		●	App
Completed AVIXA accredited training courses		●	App
Current UK driver's licence		●	App
Knowledge:			
High level knowledge of audio visual equipment for exhibitions, including its operation and installation within a creative environment	●		App/Int
Active interest in developments in audio visual technology, multimedia equipment and systems, and changing industry practices.	●		App/Int
Knowledge of statutory health and safety regulations.	●		App/Int
A good working knowledge of post-production software, including Premiere Pro CC and Da Vinci Resolve, as well as media encoding software, tools and utilities.		●	App/Int
A solid understanding of digital video production and post-production workflows and related industry standards.		●	App/Int
A working knowledge of professional media players including: BrightSign and the BrightAuthor application; show control software such as Dataton Watchout; media playback on standalone computers using a variety of software applications and hardware systems.		●	App/Int
An active interest in and knowledge of contemporary art and the wider arts and culture sector.		●	App/Int

Spike Island Artspace Limited
Registered charity no. 1003505
Registered in England
and Wales no. 2624621
VAT no. 650 5760 40

Experience:			
Proven track record of working in an arts venue or equivalent experience, together with a high level of knowledge of audio visual equipment for exhibitions, including its operation and installation within a creative environment.	●		App/Int
Proven professional experience of operating the leading brands of AV equipment, including video projectors, sound systems, media playback, media converters and cabling.	●		App/Int
Experience of cabling, equipment fitting and installation for gallery spaces, to a high level of competence.	●		App/Int
Experience of working with web-based project management applications including Trello and Slack; customer relationship management (CRM) applications, such as Donorfy; and rental management software, especially Current RMS.		●	App/Int
Live experience in operating sound, audio visual and recording equipment for events and presentations.	●		App/Int
Experience in technical maintenance of equipment including appropriate fault-finding.	●		App/Int
Skills and attributes:			
A good level of competence with office software and systems, including Microsoft Outlook, Word and Excel, and an ability to learn new IT practices and processes as required.	●		App
An eagerness to learn and gain additional skills around developing technologies.	●		App/Int
Comfortable with working and supervising a technical team and maintaining a can-do attitude, even under challenging circumstances.	●		App/Int
The ability to work to strict deadlines for the completion and delivery of audio visual hire, installation and related services.	●		App/Int
Good interpersonal and organisational skills.	●		App/Int
The ability to communicate effectively with artists of international status, as well as external clients, including galleries, museums and venues.	●		App/Int
Ability to work at height and willingness to undertake professional training in powered access equipment, including scissor lifts and scaffolding towers	●		App/Int
Circumstances:			
Living with an easily commutable distance from Bristol, or a willingness to relocate.	●		App/Int

A willingness to work flexibly, including evenings and weekend where necessary to meet the demands of the job.	●		App/Int
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Terms and Conditions of Appointment:

Job description:	The job description is a guide to the targets that the Senior AV Technician is expected to achieve. They may be changed from time to time by agreement to meet changing circumstances.
Term:	This post is offered on a permanent contract.
Normal hours of work:	<p>Normal hours of work are 21 hours per week based on-site at Spike Island, with flexible working available.</p> <p>Normal working hours are 9am–5pm, Monday to Friday.</p> <p>You will be entitled to an unpaid lunch break of one hour each day.</p> <p>This role will involve occasional working off-site and overnight, away from home, according to the needs of the business, for which travel and subsistence allowances are provided.</p> <p>Spike Island operates a time off in lieu policy which may be taken in respect of hours worked over and above normal contractual hours, provided by agreement with the line manager.</p> <p>Spike Island operates a flexible working policy, with working hours to be agreed on appointment.</p>
Salary:	£27,500 - £29,799 p.a. pro rata
Pension:	On completion of three month's service, you would be eligible for auto enrolment in to Spike Island's workplace pension scheme.
Annual leave:	In addition to bank/public holidays, employees are entitled to 4.6 weeks (23 days) annual leave on



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full pay (pro rata).

Probationary period:

This post is subject to a probationary period of six months. There will be a staff review at 3 months and again at 6 months. This period can be extended but by no more than 6 weeks in any circumstances.

Notice period:

Upon completion of the probationary period, employment is subject to a two-month notice period.

Benefits:

Spike Island offers access to the following schemes:

- Cyclescheme
- Access to Employee Assistance Programme
- Membership to Spike Island Associates
- Staff discount in Emmeline café

All such benefits apply during the course of your employment only.