Job Position: Banquet & Events Audio/Visual Technician
Reports to: Systems Manager
Hours: Part-time, Hourly $15-$18

Primary Function
Operate, test, adjust, and maintain sound equipment used during special events throughout Sauder Village, including concerts, weddings, lectures, business meetings, etc.

Essential Functions (Responsibilities) include the following. Other duties may be assigned.
1. Operate sound and visual equipment such as mixing boards, microphones, speakers, projectors, screens, lighting boards, and lights during events.
2. Familiarity with Mac and PC environments and necessary peripherals for connecting to A/V systems.
3. Test equipment prior to events.
4. Ensure good stewardship by properly caring for equipment and their locations.
5. Maintain equipment inventory, including batteries, mics, cords, adapters, etc.
6. Address equipment and software issues.
7. Maintain optimal volume and mix levels during events.
8. Assess and manage acoustics for optimum sound quality.
9. Coordinate with other team members, including event planners, leadership, and banquets staff.
10. Provide exceptional guest experiences.
11. Communicate effectively with guests, team leaders, management and coworkers of all areas in Sauder Village.
12. Keep the safety of guests, staff, and self a priority.
13. Work as needed including evenings, weekends, and some holidays.

Skills, Requirements, and Conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the above essential functions.

1. Possess technical knowledge and prior experience with audio engineering and technology.
2. Must be punctual.
4. Attention to detail.
5. Ability to operate independently.
6. Exemplify good, responsive communication with leadership and event planners.
7. Display active listening, problem solving, flexibility, teamwork, organization, and continuous learning.
8. Possess ability to climb ladder to sound booth.
9. Reliable, enthusiastic, and trustworthy team player.
10. Reflects and advocates for the mission, vison, goals and values of Sauder Village.