

Tech Team

Purpose

The purpose of this position is to assist with the set-up of audio-visual (A/V) equipment for events in the Student Union. The Tech Team is responsible for the set-up, break down, adjustment, and upkeep of various audio-visual equipment used for events and gatherings in the space. This position reports directly to the Building Manager, Student Building Manager, or the Tech Team Lead.

Duties and Responsibilities

- Set-up various A/V equipment such as data projectors, microphones, and speakers for events and gatherings in the Student Union
- Adjust A/V and other equipment set-ups to the satisfaction of all the users of the facility, including last minute changes when reasonable
- Monitor all equipment and quickly troubleshoot if technical difficulties should arise at any time during the duration of the event
- Knowledgeable of the software programs that will be used for controlling and adjusting A/V during scheduled events
- Serve in a public relations capacity for the Student Union and the University
- Attend meetings and training sessions as designated by the Building Manager
- Knowledgeable of Student Union policies, procedures, and operations of Student Union facilities
- Know the mission of the Student Union and strive to perform this mission to the best of their ability at all times while on duty or the premises
- Perform other related duties as assigned

Qualifications

Must be a student in good academic standing and actively pursuing a degree at the University of Tennessee, Knoxville. This person must possess initiative and be able to work independently, as well as with other Student Union and Facilities Services staff. Also, the student must exhibit an interest in, and concern for providing quality service at all times. This person must be courteous and respectful in dealing with the public and be

able to do so without supervision. Prior knowledge and/or experience with A/V software and technology is preferred but is not required.