

## **SENIOR AV/VIDEO TECHNICIAN**

### **DEFINITION**

Under general supervision, provides lead direction and work review to assigned staff and/or performs and coordinates specialized audio-visual (AV) and video work; transports, sets up, monitors, and operates a broad range of AV, audio, and video equipment; performs videoconferencing and complex video and AV engineering tasks; performs related work as assigned.

### **CLASS CHARACTERISTICS**

This is the lead and/or specialist level in the AV/Video Technician series. Employees assigned to this classification may serve in a lead capacity and direct the work of assigned staff, and/or may serve as specialists who work independently and deal with the most complex and/or sensitive projects. Incumbents provide technical support for educational programs and may also administer a mail-order tape library. Incumbents are also responsible for troubleshooting AV equipment and set up problems in conference, studio, and field production environments in which advanced knowledge of AV, audio, and video technology is required. Incumbents exercise the technical expertise and independence of judgment required to effectively configure complex AV, audio, and video systems in remote environments under severe time constraints. This class is distinguished from Video Producer-Director in that the latter is responsible for the analysis, design, and project management involved in the development of educational programs.

### **EXAMPLES OF DUTIES** (*illustrative only*)

- Provides lead direction, training, and work review; organizes and assigns work, sets priorities, and follows up to ensure coordination and completion of assigned work.
- Provides input into selection, evaluation, discipline, and other personnel matters.
- Sets up, monitors, and operates a broad range of video, audio, and AV equipment including cameras, switchers, waveform monitors, vectorscopes, camera control units, videoconferencing systems, mixers, microphones of all types, complex cabling systems, projection units, slide and overhead projectors, lighting systems, and AV control systems.
- Provides a variety of technical support for educational programs and meetings.
- Operates complex switching, monitoring, and testing equipment.
- Directs technicians in equipment configuration and troubleshooting.
- Evaluates and recommends new equipment and technology.
- Administers the day-to-day operations of a mail order tape library including preparing newly edited tapes for use within the video library, duplicating master tapes, recording new orders,

preparing tapes and materials for distribution, generating distribution pattern reports, tracking overdue tapes, and creating flyers to publicize new releases.

- Performs basic video and audio editing on a non-linear platform.
- Supports users with simple computer-based presentations.
- Operates motor vehicle to transport equipment and supplies.

### **WORKING CONDITIONS**

- Must be able to participate in loading, transporting, and setting up audio and video equipment weighing up to 75 pounds.
- Must be available to work overtime and on weekends and holidays.
- Must be available for out-of-town travel for several days at a time.
- Must be able to respond to AV/Video emergencies at any time.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Basic supervisory principles and practices.
- Principles and practices of videoconferencing and audioconferencing.
- Principles and practices of single- and multi-camera video production in both studio and field environments.
- Principles and concepts of electronic video and audio signals and the equipment and tools used to measure, calibrate, and use them effectively.
- Techniques for maintenance and troubleshooting of video, audio, and AV equipment.
- Principles of lighting design for studio and field environments.
- Aesthetic aspects of videography, including frame composition and camerawork.
- Basic principles of video editing.
- Functionality of presentation software (*i.e.* PowerPoint).

#### **Ability to:**

- Plan, direct, and review the work of others on a project or day-to-day basis.
- Use initiative and independent judgment within established procedural guidelines.
- Organize, prioritize, and coordinate work activities and meet critical deadlines.
- Instruct and train others in work procedures and equipment usage.
- Prepare clear and concise reports.
- Use and understand basic computer presentation software and other computer applications.
- Set up, monitor, and operate a broad range of complex video production, audio, and AV equipment.
- Diagnose and troubleshoot audio and video system problems quickly in studio and field environments.
- Diagnose basic equipment problems, make simple repairs, and make effective recommendations for complex repairs.

- Apply principles of video production to the technical duties involved in the creation of educational videotapes in studio and field environments, and to multi-camera and film-style productions.
- Direct a multi-camera production, frame camera shots, and operate a live camera skillfully.
- Work effectively as a member of a team under severe time constraints.
- Communicate effectively in English, orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of the work.

**Licenses and Certificates:**

Possession of a valid California driver license.

**Education and Experience:**

Equivalent to possession of an associate's degree, preferably with major course work in video production or communications, and three years of technical AV/Video production experience that included at least two years of AV support for conferences and, one year of lead responsibility for those positions identified as lead.

Additional relevant experience may be substituted for the education on a year-for-year basis.

OR

One year as an AV/Video Technician II with the judicial branch that included 1280 hours of experience.