



**JOB ANNOUNCEMENT
FOR SENIOR AUDIO/VISUAL TECHNICIAN
PORTLAND ART MUSEUM and PAM CUT // CENTER FOR AN UNTOLD
TOMORROW
PORTLAND, OREGON**

The Portland Art Museum (referred to as Museum) and the Center for an Untold Tomorrow (referred to as PAM CUT) invites applications for the position of Senior Audio/Visual Technician. The Senior Audio Visual (AV) Tech is a member of the Events team and acts as the systems engineer for all AV systems, including AV network and rigging systems. Leads AV techs during complex sets and strikes. Also sets up, operates, maintains and repairs the video, audio, and lighting equipment used to enhance events at the Museum. The role is responsible for helping to produce timely and high-quality events.

Duties & Responsibilities

- Provide exceptional customer support in interactions with clients and uphold an environment that is welcoming, friendly, and approachable
- Integrate client provided content and equipment with Museum infrastructure. Work with clients on event day to answer any technical questions and ensure content looks and sounds good
- Operation of Museum A/V Equipment (digital video projectors, theatrical lighting fixtures, PA speaker systems, cabling and rigging to support these systems)
- Conducts acoustic, visual, and performance quality checks on AV equipment
- Setup and Strike of AV Equipment (sound, video, lighting, and rigging equipment)
- Program digital audio consoles, lighting consoles, and video switchers during client presentations, band performances, live auctions, weddings, and various other events
- Maintain equipment and equipment storage spaces to the quality standards set forth by management
- Contribute to and maintain efficient methods for setting and striking equipment
- Rigging equipment in a safe manner. Staying up to date on current safety procedures and equipment
- Inspecting equipment to ensure they conform to health and safety regulations
- Good level of rigging knowledge and experience. Leads team in safe rigging practices and moving rigging system. Calculates rigging weights and ensures the safety of all suspended loads prior to being flown, during suspension, and removal
- Good level of IT knowledge. Including initial implementation, operation, and maintenance. Knowledge must include Dante, Art-Net, equipment networking

Secondary Responsibilities

- Responsible for installation of new AV equipment and infrastructure
- Maintain current inventory list of AV equipment
- Assist AV Supervisor in specifying required rental equipment for events
- Performs other related duties as assigned

Supervisory Responsibilities

- Leads and coordinates AV Technicians to ensure safe and efficient setup, operation, and strike of events and equipment

Required Knowledge & Skills

If you have any questions along the way including wanting to talk about a non traditional career background, please reach out to HR.

- Strong Microsoft, Google, and Apple software/hardware skills (Gmail, Google Docs, PowerPoint, Word, Windows, Mac OS, Keynote, ProPresenter)
- Predicting visual or acoustic outcomes of setups/adjustments based on experience (planning equipment usage or modification to achieve desired outcome). Analyzing what you see and hear, and making adjustments to maintain quality and client expectations
- Experience with Aerial Work Platforms, specifically scissor lifts
- Safety requirements: Including fire code, common security procedures, and cable safe management
- Excellent troubleshooting skills
- High attention to detail, prioritization of duties to meet deadlines, and maintaining calm under pressure
- Strong customer service skills, effectively communicate with clients/internal partners and 'translate' between 'tech jargon' and standard verbiage
- Be respectful of diverse identities. Comfortable with and desire to engage with all clients
- Identify and positively resolve client issues in the moment or elevate with care to AV Supervisor
- Actively participate in promoting the Museum's equity and inclusion and access goals

Tech Skills

- Lighting: DMX512-a signal flow, DMX universes and channels, programming and operation of digital lighting control consoles, Art-Net, setting/hanging light fixtures, focusing fixtures, operating LED vs conventional fixtures, power usage and requirements
- Audio: audio signal flow, speaker placement, EQ, programming and operation of a digital sound board, mic placement, wireless mic setup and frequency coordination, room acoustics. Digital audio (Dante, AES). Galileo Galaxy / Meyer Compass software
- Video: Video signal flow, resolution and aspect ratio, methods of signal transmission (HDMI, HDBase-T, SDI), video adapters, programming and

operation of a digital video switcher, aim/focus/keystone of a projector, projector rigging

- Rigging: Load distribution, rigging hardware, truss and rigging setup, safety requirements, chain motor install and operation, installation of power and data cables along truss, power requirements and distribution for motors and rig. Calculating rigging loads and specifying appropriate hardware for safely rigging AV and Decor elements

Additional miscellaneous skills

- Understand network infrastructure for AV equipment, including Dante and Art-Net
- Building and maintaining power and data cables
- Camera operation and setup
- Wifi and setting access points
- Live streaming and conference calls

Education, Formal & Informal Experience, Training Required, Certification, Etc.

- High school diploma or equivalent combination of education and experience required
- 5-6 years technical experience with specialized AV knowledge in at least one of the following discipline: lighting, audio, video, rigging, or IT
- Certification for safely operating aerial work platforms preferred but not required

Job Conditions

- Non-Exempt, Full-Time Status
- Schedule/Hours: 35 hours per week (mainly dependent on scheduled events)
- Onsite/Not Remote
- Occasional overtime
- Occasional offsite events
- Occasional evening hours
- Extensive computer work

Physical Activities

- Frequently standing, walking, bending body to wait, use of fingers, talking, reaching, hearing, feeling, handling, and grasping
- Frequently push/pull/lift/carry up to 150 lbs (use of carts, wheels, etc.)
- Heights up to 35 ft. using aerial work platforms
- Occasionally working with high voltage electricity
- This is not a complete representation of all physical requirements

Compensation, Benefits & Perks

- This role is non-exempt/hourly, full-time status

- Budgeted compensation is within pay grade G (\$22.76 min - \$26.50 mid - \$29.96 max), depending on experience

**Please see the full job posting on our career website:
<https://portlandartmuseum.org/about/careers/>**