



ANTELOPE VALLEY COLLEGE

Office of Human Resources & Employee Relations

ANNOUNCEMENT OF TEMPORARY, SHORT-TERM, PROFESSIONAL EXPERT ASSIGNMENTS

ASSIGNMENT: Sound-Theatre Technician Professional Expert - Temporary, Short-Term Assignments
LOCATION: Multiple venues on and off-campus RN 16-22

RATE OF PAY: Range: \$20.50/hour - \$24.50/hour

DEADLINE Ongoing Pool
TO APPLY: (Immediate need for 2016 and to establish a pool) Applications will be reviewed on an as-received basis.

WORK

SCHEDULE: Performance/Event based. Variable hours, includes irregular hours, evening and weekend work. There are no guaranteed minimum hours for this assignment.

Temporary employees may only work up to 25 hours a week, total not to exceed 999 hours for a total of 100 days.
(Days are counted regardless of # of hours worked per day)

TYPICAL DUTIES: Under the work direction of the Performing Arts Theatre Manager or other assigned supervisor:

- Sets up sound reinforcement, including microphones, cable and monitors, for rehearsals and performances for various theatre, opera, meetings, choral and music concerts, dance, variety shows and other college and outside rental events
- Operates sound/video equipment, playback; writes cues and records event as necessary
- Operates mixing console to maintain appropriate audio-levels (including Meyer Acoustic system)
- Operates Projector for screenings and presentations
- Coordinates and provides sound/video related services for activities
- Ensures that audio equipment is in proper working condition for assigned performances/events
- Performs other related duties as assigned

KNOWLEDGE OF:

- Terminology, methods, practices, and techniques of theatrical/stage sound/video needs with emphasis on live event
- Appropriate backstage health, safety, and operational standards

ABILITY TO:

- Follow established backstage health, safety, and operational practices and procedures
- Manage time effectively and handle workload in an accurate and efficient manner
- Understand and carry out oral and written directions
- Establish and maintain cooperative working relationships
- Advise and interact effectively with technical and non-technical workers, faculty, students, outside renters and volunteers
- Cross-train in other Theatre Tech assignments as needed
- Work a flexible schedule including evenings, weekends and holidays, depending upon performance schedules

MINIMUM REQUIREMENTS:

- Any combination of relevant experience and education sufficient to adequately perform the duties of the assignment, **and** a minimum of one to three-years Sound/Video theatrical experience

PHYSICAL EFFORT:

- Ability to exert physical effort, such as walking, climbing, standing, reaching, pulling, lifting 50 lbs., bending and twisting.
- Ability to maintain effective audio-visual discrimination and perception for communicating with others
- Sitting or standing for extended periods of time

APPLICATION PROCEDURE

To be considered an applicant for a temporary short-term non-continuing pool assignment in the Antelope Valley Community College District, all of the following documents must be submitted no later than 4:30 p.m. on the deadline date.

If any of the listed materials are missing or incomplete, the application will not be considered.

1. A completed and signed Antelope Valley College [Temporary Short-Term Employment Application](#)
2. Cover letter addressing your interest and qualifications
3. Résumé
4. Verifiable Employment References, each must include: employer name, primary supervisor contact information (name, email and/or phone number), what level of duties were performed & dates employed.

The application must be filled out completely and signed. Do not indicate, "See Résumé" on any part of the application. Blank spaces, illegible entries or failure to sign the application may be cause for rejection. The District will not return application materials submitted.

Application forms are available on the AVC web site www.avc.edu or from the Human Resources Office. Submit application packet to:



ANTELOPE VALLEY COLLEGE

Office of Human Resources
3041 West Avenue K
Lancaster CA 93536
(661) 722-6311

**Faxed or emailed materials cannot be accepted.
Unsolicited materials will not be included. Postmarks will not be accepted.**

Candidates selected for employment will be required to provide verification of work authorization pursuant to INS regulations.

Antelope Valley College prohibits discrimination and harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

Upon request, we will consider reasonable accommodations to permit individuals with protected disabilities to (a) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

AVC is an equal opportunity employer.