

Job Description

Matchday Volunteer – IT & AV

Position: Matchday Volunteer – IT & AV	Department: Sales & Marketing	Reporting to: Creative Director
Salary: £0.00	Contract: Volunteer	Hours per week: 5 hours per matchday (1 days out of 7)

Job purpose: To assist in the operation, deployment, and technical support of audio-visual systems, for matchdays at StadiumMK

Role Competencies:

Planning Timescales:

- Thoroughly prepare and setup for the delivery of required AVFC matchday and live productions. Ensuring that all audio-visual technology, within your remit, is tested and operational in advance of any event/production.

Decision Making:

- Identify and mitigate any technical problems within the audio visual environment.

Impact & Influence:

- Support the Creative Director, in the implementation and execution of media technology and audio visual systems at Aston Villa Football Club.

Skill Level:

- Assist with operational and technical delivery of services for screens and transmission feeds with internal and external providers. This includes host broadcasters and OB feeds, live streams and all in-stadium AV.
- Assist with the matchday and live streaming production delivery including large screens, perimeter boards, in-stadium audio-visual systems and in-house video platforms,

Communication:

- Operate the AV / IT systems on a matchday from the PA Booth

Budget Management:

- Understand own accountability

Lead & Develop:

- To support colleagues where required.

Operating Parameters:

- Demonstrate commitment to Safeguarding by adhering to relevant policies, procedures and values relating to safeguarding children and adults at risk
- Support the Club's commitment to equality, diversity and inclusion

Essential & Desirable Job Criteria:

Essential

- Good working knowledge of audio and visual systems.
- Demonstrable experience of delivering exceptional customer service with the ability to critical thinking and solve problems.

- Strong communication skills which are clear, concise, and accurate to internal/external stake holders.
- Excellent interpersonal skills, with the ability to build relationships with different audiences
- The ability to work to a brief and to work quickly and work to instructions under pressure.
- Keen attention to detail.
- Ability to work unsupervised and remain calm under pressure
- Proficient with both Mac and Windows OS

Desirable

- A good technical knowledge of end-to-end audio visual systems.
- Experience of operating/setup of live audio-visual equipment, including audio mixing desks, display, projectors, microphones etc.
- Highly proficient in the use of audio visual equipment and software.
- Awareness of new technology and audio visual methods and a willingness to embrace new developments and approaches within media production.
- Experience in live events and broadcast environment (preferably live sports).
- Relevant qualification, or training in either Multimedia technology, Audio Systems or Broadcast technology.
- Working knowledge of large format screens and digital perimeter advertising.
- Relevant technical qualification including Live Audio, Studio technology.
- Knowledge of Pro Presenter.
- Knowledge of video playout software.
- Knowledge and experience of using IPTV and digital signage systems.

Safeguarding - We are committed to safeguarding and protecting children and young people (CYP) and at-risk Adults (ARA) Our expectation is that you will fully accept your responsibility for the safety and welfare of all CYP and ARA by being fully conversant with all our safeguarding policies and reporting anything that does not appear to be correct. The post maybe subject to an enhanced DBS check and yearly self-declarations.

Equality & Diversity – must be able to demonstrate that equality, diversity and inclusion will be maintained and developed across all programmes and areas of the business.

Competency Total:

Level