**Eagle Sound Technician 2 - Lead**

Eagle Sound Productions is seeking a student interested in working part time as a lead technician to provide sound, lighting, and video for student events around Eastern’s campuses. Eagle Sound Productions is committed to providing the highest quality audio, lighting, and video service and support. The organization assists in the production of concerts, dances, movies, keynote presentations, conferences, and other student-based organization events and entertainment. Employees will learn about a variety of different systems and equipment and will work collaboratively to plan, set up, operate, and take down events. This position is under general supervision of the Assistant Director of Student Engagement.

Eagle Sound Technician 2 - Lead duties may include, but are not limited to, the following:

1. Lead the manage sound, lighting, and/or video production for the team
2. Track event hours and equipment usage.
3. Conduct biannual equipment inventory and inspection, and maintain well-organized storage spaces.
4. Prepare invoices for the Assistant Director of Student Engagement to send to clients.
5. Develop and implement event specific risk management plans.
6. Assist the Assistant Director with hiring and training Eagle Sound Technicians in proper sound and light rigging techniques.
7. Plot event specific sound and lighting plans.
8. Mix/sync sound for production.
9. Implement sound, video, and lighting effects for in-person, virtual, and hybrid events.
10. Assist Assistant Director of Student Engagement with developing event and project priorities.
11. Perform other related duties as assigned or required.

This position will report to the Assistant Director of Student Engagement.

The position will work a maximum of 19 hours per week, and hours are based on the number of events scheduled in any given week/month/etc. Events are assigned weekly by the Assistant Director of Student Engagement.

**Required Qualifications:**

Applicants must be available to work evenings, nights, weekends. Flexible schedules are strongly preferred as the timing of events varies greatly. Students may be assigned to jobs that take place before, after, and/or in-between classes, as well as during early morning and late-night hours.

Most events require a moderate amount of labor, therefore the ability to lift a minimum of 40 lbs. is required.

Experience in technical theater or sound production is also preferred.

At least 1 year of experience managing sound, lighting, and video productions for live events.

Applicants must possess excellent time management skills.

Applicants must have experience with both Windows and Mac operating systems, computers and tablets.

Applicants must have experience in any of the following areas:

* Sound board operations (analog or digital).
* PA operations and understanding (speaker placement, frequency-room interactions and EQ, etc).
* Miking people and instruments, as well as microphone operation.
* Running and coiling cable (XLR, DMX, Instrument, Ethernet etc.).
* Operation and use of DMX Lighting Programs.
* Configuring and programming LED Lighting.
* Staging: setting up and safely putting together staging, constructing and rigging Truss structures, and safely hanging lighting and speakers.
* Operation of projectors.

Applicants must be able to work with others at all levels of the Eagle Sound Productions, have a professional demeanor, excellent interpersonal skills, strong oral and written communication skills, and emotional intelligence.

Applicants must be able to manage conflict, collaborate, be able to work with a coordinator to address conflict and challenges, and work effectively both independently and as a member of a team.

**All new employees must comply with EWU immunization Policy 602-02 and provide proof of immunity or vaccination to MMR and proof they are fully vaccinated before beginning work at EWU. Waivers for the immunization requirements are available for medical or sincerely held religious beliefs.**

**This position, during the course of university employment will be involved in the receipt of, or accountability for, university funds or other items of value; as well as the unsupervised access with the developmentally disabled, vulnerable adults or children under the age of 16. The offer of employment is contingent upon successful completion and passing of a background check prior to beginning employment.**

 **Student employees are subject to EWU’s employment Policies and Procedures and the EWU Student Code of Conduct. As a student employee, you are expected to adhere to both. Please be advised that violations of the EWU Student Code of Conduct may affect your employment on campus, even if the conduct occurs beyond the scope of your job responsibilities.**

Range B