

1 Advertisement

Post Title: Technician Demonstrator – Digital

School/department: School of Media, Film and Music

Hours: Full time or part time hours considered up to a maximum of 36.5 hours per week. Requests for [flexible working](#) options will be considered (subject to business need).

Contract: Permanent

Reference: 2302

Salary: Starting at £25,941 and rising to £30,046 per annum.

Placed on: 13 September 2019

Closing date: 14 October 2019. Applications must be received by midnight of the closing date.

Expected Interview date: W/C 28 October 2019

Expected start date: As soon as possible.

The School seeks to appoint a Technician-Demonstrator - Digital to provide an effective and efficient technical service for staff and students. Working as part of a small team, the role includes:-

- Checking proper functioning of equipment and correcting minor faults.
- Maintaining laboratory and studio facilities.
- Supporting the School's equipment store.
- Providing additional teaching support and demonstrations on associated equipment and facilities.

For full details and how to apply see our [vacancies page](#)

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

2. The School / Division

Please find further information regarding the School at <http://www.sussex.ac.uk/mfm/>

3. Job Description

Job Description for the post of: Technician-Demonstrator - Digital

School:	School of Media Film and Music
Location:	Silverstone Building
Grade:	5
Responsible to:	Technical Services Manager (Dotted line to relevant Subject Head)

Purpose of the post:

To provide an effective and efficient creative and technical service within the University for staff and students in Media, Film and Music. To be a front line member of the team working in the practice facilities, media laboratories and associated facilities, including equipment stores, under the direction of management. Providing additional teaching support and demonstrations on associated equipment and facilities if required.

Core Responsibilities:

1. Working as part of a flexible team of Technician-Demonstrators, provide a high quality creative, effective and efficient, technical service for staff and students in support of teaching and research requirements
2. Demonstrations: Instruct, train and provide guidance/support to other staff and students in the operation of particular equipment / apparatus as directed by the Technical Services Manager
3. Provide support to the School stores facilities as directed by the Technical Services Manager
4. Undertake personal development activities where necessary in order to keep knowledge and skills up to date and relevant to subject specialism. Apply working knowledge of theory and practice, and share this with others as appropriate
5. Maintain the required level of tidiness and ensure that equipment is stored correctly and securely
6. Attend relevant meetings and communicate with other departmental staff on laboratory issues
7. Carry out basic risk assessments as required under the direction of the Technical Services Manager
8. Take part in out of normal hours support activities as directed by the

Technical Services Manager

9. Handle confidential information appropriately
10. Carry out any other reasonable request of management

Specialist Responsibilities

1. Manage the day to day running and set up within the practice facilities for digital media, interactive media, and digital media production, and other areas as necessary, under guidance by the Technical Services Manager.
2. Assist with the planning and organisation of resources, including providing support for staff and students, within the practice facilities for digital and interactive media work .
3. To provide curriculum-specific support to students on digital and interactive media, and aligned practice courses who produce projects for print and screen using Adobe Creative Suite, HTML5 and JavaScript .
4. Assisting with the creation of software and hardware based digital and interactive resources including physical computing equipment, using a range of micro-controllers, electronics and sensors.
5. Assist with the development of digital and interactive media technologies.
6. Carry out basic maintenance, testing, adjustment and repair of equipment /apparatus within the practice facilities for digital and interactive media.

This Job Description sets out the current planned duties of the post that may vary from time to time without changing the general character of the post or the level of responsibility entailed.

4. Person Specification

Technician Demonstrator (Digital)

SKILLS / ABILITIES

	Essential	Desirable
The ability to provide student-focused curriculum-specific technical support across a range of media practice courses	X	
The ability to demonstrate hardware and software to students where appropriate	X	
The ability to run technical support classes for specific curriculum-focused uses	X	

The ability to provide technical support to outside clients and users	X	
Numerate and literate with good oral and written English communication skills	X	
Good organisational skills with an ability to prioritise to meet set deadlines	X	
Proven ability to work independently and use initiative where appropriate	X	
Demonstrable IT skills – relevant packages, including relevant software	X	

KNOWLEDGE

	Essential	Desirable
Good knowledge of technologies relating to the creative production of media for print and the web	X	
Knowledge of digital production software and tools relating to print, web, interactive media/ installation, animation, physical computing or other digital production processes	X	
Knowledge of undergraduate curricula in these areas		X
Knowledge of current technical developments in these areas	X	
The technician is required to have sufficient knowledge and/or expertise to work on day to day issues in own area without direct or continuous reference to others	X	

EXPERIENCE

	Essential	Desirable
Experience of providing technical media support in an HE context	X	
Experience of demonstrating media hardware and software to students and/or clients	X	
Experience of problem solving in a student support context		X

QUALIFICATIONS

	Essential	Desirable
Relevant experience within media labs, television and radio studios	X	
Educated to degree level or above in a relevant area or equivalent professional experience	X	

PERSONAL ATTRIBUTES AND CIRCUMSTANCES

	Essential	Desirable
An interest in media and music and an ability to apply this to support the technical work in the School	X	
Willingness to participate in support activities beyond normal duties (e.g. degree shows, student festivals)	X	
Commitment to equal opportunities in principle and practice	X	
The ability to lift and move packages up to 10kg as part of the department's support activities	X	
Dependable and reliable	X	
Willingness to work as part of, and contribute to, a team	X	
Flexible and adaptable to change	X	
Friendly and approachable	X	
Willingness to coach and instruct other team members		X