

JOB DESCRIPTION AND PERSON SPECIFICATION: AUDIO VISUAL ENGINEER



Job description

Role:	Audio Visual Engineer
Grade:	Grade A - £26,978 to £29,663
Full/Part time:	Full time
Contract term:	Permanent
Responsible to:	AV Technical Operations Specialist
Responsible for:	Assistant AV Technicians (student staff)
Hours:	37 hours per week including regular evening and weekend work in line with business needs.
Location:	The Union, Manchester
Eligibility:	Open to applicants with relevant skills and experience who are eligible to work in the UK
Benefits:	We offer staff many benefits, including: <ul style="list-style-type: none">+ 26 days annual leave plus at least six discretionary days (four at Christmas and two at Easter) and bank holidays+ Employer pension contribution matched up to 6%+ We support a hybrid working in line with business needs+ Supportive, needs-based compassionate and other leave+ Supportive maternity, parental, adoption and partner's leave+ Cover the cost of your eye test and £100 towards new glasses+ An employee assistance programme to support your wellbeing+ Plenty of opportunities for learning and development+ Access to student discounts online and in the city

Purpose of the role

At The Union, events play a vital role in creating engaging, inclusive experiences that build community, connection, and belonging for students. High-quality technical delivery is essential to the success of student activity, live entertainment, commercial events, and external hires.

As an AV Engineer, you will play a key operational role in the delivery of The Union's events and production programme. Reporting to the AV Technical Operations Specialist, you will lead the day-to-day technical delivery of events, supervise student technical staff, and ensure audio, lighting, video, and staging systems are set up, operated, and maintained to a professional standard.

You will act as a senior operational technician, supporting complex productions, contributing to planning, and ensuring events run smoothly, safely, and in line with agreed technical standards.

Principal duties

Role specific:

- + Deliver day-to-day technical operations for events across The Union, including sound, lighting, video, rigging, and system operation.
- + Supervise and support Assistant AV Technicians (student staff) during event build-ups, live operation, and de-rigs.
- + Act as the lead onsite engineer for allocated events, ensuring smooth delivery and professional technical standards.
- + Support the AV Technical Operations Specialist with technical planning, preparation, and delivery of flagship and complex events.
- + Liaise professionally with clients, artists, performers, promoters, and agents during event delivery.
- + Assist in the scheduling and coordination of student technical staff rotas.
- + Carry out routine checks, basic maintenance, fault-finding, and safe operation of technical equipment.
- + Ensure compliance with health and safety procedures on shift, including following risk assessments and safe systems of work.
- + Support the implementation of noise management, licensing conditions, and venue procedures during events.
- + Contribute to maintaining technical equipment, workspaces, stores, and accurate records as required.
- + Support with planning and implementation of AV infrastructure upgrades across Union commercial spaces, taking an active role in technical research.
- + Work flexibly, including evenings and weekends, in line with the events programme.

Organisational stewardship and leadership:

- + Participate in team planning days
- + Assist in key students' union events, projects and activities throughout the year including Welcome week, elections and supporting the officers in delivering their plans

- + Raising purchase and sales orders as instructed by budget holders, ensuring all financial paperwork is passed to the finance team and role is performed in line with union finance regulations.
- + Perform duties in line with The Union's policy and procedure framework
- + Contribute to maintaining communal areas and team stores

The duties described above are not an exhaustive list, but are intended as being illustrative of the level and type of work required. The Job Description may be subject to amendment from time to time after discussion with the post holder. This job description does not constitute part of the contract of employment.

Person specification

Criteria	Essential or desirable
Qualifications	
Qualification or equivalent experience in Live Events, AV, Technical Theatre, or similar.	Essential
L-Acoustic System & Workflow qualification	Desirable
PAT testing qualification	Desirable
Experience	
Experience delivering technical support for live events or performances	Essential
Professional experience operating industry standard mixing consoles in a live environment	Essential
Experience working in a venue, events, or live entertainment setting	Essential
Experience supervising a wider technical team	Desirable
Experience working with L-Acoustic PA systems, DiGiCo and Midas mixing consoles, Avolites lighting consoles	Desirable
Experience with AV system control and design software (Sound Vision, LA Network Manager, Atem Control, Vectorworks)	Desirable
Knowledge and skills	
Strong practical knowledge of industry standard AV systems, including audio, lighting, and basic video.	Essential
Extensive understanding of signal flow, system setup, and fault finding.	Essential
Working knowledge of health & safety procedures in live events.	Essential
Experience contributing to event documentation such as technical specs, stage plots, or equipment lists.	Essential
Some experience operating industry standard lighting consoles.	Essential
Personal attributes	

Enthusiasm for the live music and events industry	Essential
Ability to remain calm and effective under pressure during live events	Essential
Reliable and professional with a strong sense of responsibility during live events	Essential
Able to lead by example and support less-experienced technicians	Essential
Good communication skills and a customer-focused approach	Essential
Organised, practical, and able to prioritise tasks effectively.	Essential
Values and ethics	
Understanding of and commitment to the principles of equity, inclusion and diversity, and The Union's values .	Essential
