

Job Description

Post Title and Post Number	Studio Technician - Music – 51302
Organisation Advertising Description	School of Languages, Cultures, Art History and Music College of Arts and Law
Post Number	51302
Full Time/Part Time	Full Time
Duration of post	Permanent
Post is open to:	External and Internal candidates
Grade	6
Salary	Starting salary £25,513 to £27,864 a year (potential progression on performance once in post to £31,342 a year)
Terms and Conditions	Administrative and Other Related
Closing Date	6 th August 2014

Job Summary

To maintain and develop the facilities and equipment of the Electroacoustic Music Studios, BEAST, and related systems and provide support and supervision to staff and users of those facilities maintaining a high level of customer support within the section.

Main Details

Studio operation

1. Management of the computer-based systems in the studios — in particular, installing and managing software and ensuring the integrity of storage.
2. Assisting, and occasionally instructing, staff, students (undergraduate and postgraduate), and visitors in the application and use of facilities, including computers and computer software. (This may include classroom teaching and demonstration.)
3. Maintenance, fault diagnosis, repair, testing and calibration of professional audio and related equipment in the studios — e.g. recorders, signal processing equipment, computers, storage devices, mixing consoles, microphones, amplifiers, power supplies, etc.
4. Advising the Studio Director on the design, construction and purchasing of equipment and software.
5. Installation of new hardware and software in the Studios.

6. Point of contact for the day to day operations of the Music Studios.
7. Maintaining a safe studio environment and acting as Health and Safety Coordinator for the Studios, reporting to the School Safety Officer.
8. Ongoing refitting and upgrading of Studios (hardware and software) in conjunction with the Studio Director.
9. Devising and implementing continual improvements to the studios and studio procedures to aid the compositional environment and workflow.

Administrative and other duties

1. Setting up and running of sound installations for public concerts and events, both inside and outside the University, and supervision of others involved in such activities. This primarily concerns BEAST (including off-site events and touring) and electronic music events organised or co-presented by the Department, but may on occasion include support for student recitals, guest concerts, research seminars, conferences, etc.
2. Upkeep of equipment, including undertaking or arranging regular safety testing in line with current university and industry standards. This includes studio equipment, the BEAST concert system, the BEASTdome system in the Dome Rehearsal Room and its associated infrastructure, as well as other technical equipment owned by the department that does not fall under the responsibility of the College, College IT, Estates, or other entities within the University. Where appropriate, this may involve liaising with Bramall Building staff, Estates, etc.
3. To maintain a service schedule of equipment within the department.
4. Maintaining the security of the Studios by liaising with Bramall Facilities Manager and Estates.
5. Administration of the BEAST announcement/discussion email list, and Canvas pages.
6. Stock control and ordering of equipment, liaison with distributors and suppliers
7. Keeping inventory of studio and BEAST equipment.
8. Overseeing lending of studio and BEAST equipment to students and staff.
9. Preparation and maintenance of the Studio Web pages, in collaboration with other website editors.
10. Assisting the performance tutor with the labeling and transferring of recital videos to the server, and making basic documentary copies of these available to recital finalists; also inputting to the procedure for this and ensuring it is streamlined.
11. Time permitting, provide other general technical support within the Department (e.g. for Sound Studies modules), where such support is not provided by other entities within the University.
12. Any other duties commensurate with the role and the delivery of electronic music within the department.

Knowledge, Skills, Qualifications and Experience Required

Essential:

1. Degree or equivalent in a computing and/or related field (e.g. Computer Science, Computer Music, Music Technology, etc.), or substantial professional experience.
2. Extensive familiarity with Apple Macintosh computer environments (Mac OS X), with associated system management, fault-finding and user skills.
3. Familiarity with other computer environments (Linux, Unix, Windows, iOS, Android, etc.), including command-line tools.
4. Practical experience of a variety of software packages for music, including sound editing and processing applications.
5. Some experience of domain-specific computer music languages such as SuperCollider, Max/MSP, etc.
6. Experience and understanding of professional audio systems, compositional workflows and recording systems
7. Experience of setting up audio-visual equipment for public performances
8. Experience of computer networking systems and protocols, both general and music-specific ones such as MIDI and OSC.
9. Good fault-finding and diagnostic skills.
10. Availability to work flexible hours when needed.