



JUPITER CHRISTIAN
SCHOOL

Jupiter Christian School Audio/Visual and Event Support Technician Job Description

Founded in 1963, Jupiter Christian School is committed to excellence in teaching the mind, reaching the heart, and inspiring servant leaders to impact the world for Jesus Christ. Jupiter Christian School distinctively educates students in a Nurturing Community to Excel in life and Engage the world.

Job Summary: The Jupiter Christian School AV and Event Support Technician must be a spiritually sensitive individual who understands the mission and philosophy of Jupiter Christian School and is committed to help see it become a reality in the lives of our students by manifesting, by precept and example, the highest Christian virtue and personal decorum, serving as a Christian role model (I Timothy 4:12) both in and out of school (Luke 6:40), and as an example to parents and fellow employees in judgement, dignity, respect, and Christian living according to the Conditions of Employment outlined in the JCS faculty contract. The AV and Event Support Technician must be a born again Christian with spiritual maturity in academic and leadership abilities that will enable him/her to teach God's truth. The ability to communicate well with various types of people, handle confidential information appropriately, maintain a courteous, professional, and respectful attitude and integrity in all situations are pre-requisites.

I. General Description of Duties and Responsibilities

- a. The primary responsibility of the A/V and event support technician is to serve in non-instructional areas throughout the institution. Primary responsibility includes AV support and general coordination for all school related events. Secondary responsibility includes support and customer service on all Jupiter Christian School's supported computer software, hardware and peripherals. Troubleshoot problems and advise on the appropriate action.

II. Essential Job Requirements

- a. Provide audio/video support to all school events, both on campus and off campus
- b. Partner with Athletic Office on specific athletic events throughout the year.
- c. Develop and mentor a student tech team to assist in AV support for school events.
- d. Respond to requests for technical assistance in person, via phone or electronically.
- e. Collaborates with the IT Director to maintain school inventory of AV equipment and plans for ongoing improvement
- f. Identifies and escalates situations requiring urgency.
- g. Tracks and routes problems or requests and documents resolutions.
- h. Works with the IT Director to procure necessary hardware replacement parts when needed.
- i. Assist with help desk activity as directed by the IT Director
- j. Assist with Summer IT projects as directed by the IT Director
- k. Proficient understanding of Ohm's law and how to properly use meters to measure signal output.

- l. Repair experience with LCD, LED and projectors.
- m. Must have experience working with IP network equipment (Ethernet and AVB cables)
- n. Audio experience: (Soundboards, AV receivers, media players, microphones both active and passive speakers and cable boxes.
- o. Video experience: (Large commercial displays, TV's, projectors and network display technologies both broadcasting and camera).
- p. Must be highly organized and detail oriented.

III. Qualifications

- a. Spiritual
 - i. Must have a clear testimony of personal faith in Jesus Christ as Savior
 - ii. Please check the school's website (www.jupiterchristian.org) regarding personal faith alignment to the JCS statement of Faith
 - iii. Must be able to demonstrate active membership and involvement in a local church
- b. Education
 - i. *Required:* A high school diploma
 - ii. *Preferred:* A Bachelor's Degree in an appropriate discipline from and accredited institution.
- c. Experience
 - i. A minimum of 4 years in areas related to the performance of the duties associated with the position
- d. Physical Limitations
 - i. Ability to sit or stand for extended periods of time.
 - ii. Ability to lift up to 50 pounds.

