# Audio Visual Assistant  
**Event Services**

<table>
<thead>
<tr>
<th><strong>Job Description</strong></th>
<th>Audio Visual (AV) Assistant will use creativity and communication to work with clients to provide extraordinary lighting, sound, and video services for events within and outside of the Carolina Union.</th>
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</table>
| **Specific Duties & Responsibilities** | • Work independently and/or collaboratively with internal and external stakeholders ranging from fellow student employees to high-profile visitors  
• Support event set up and execution related to AV needs  
• Propose and/or enhance creative solutions for lighting, audio, and visual event aspects  
• Troubleshoot AV related issues and make decisions in time-sensitive situations |
| **Requirements & Qualifications** | **Required:**  
• No previous experience required  
• Demonstrated ability to complete setups and tasks in a fast-paced environment  
• Demonstrated ability for creative thinking and problem solving  
• Demonstrated ability to following instructions from managers and adapt to feedback from clients  
• Take initiative to improve AV processes and procedures  
• Demonstrated ability to communicate effectively with internal and external stakeholders  
• Must be comfortable serving as part of a diverse team that includes people with varying beliefs and backgrounds  
**Preferred:**  
• Highly motivated to learn technical skills required for day-to-day tasks |
| **Learning Goals & Competency Development** | **As a result of employment in this position, students will:**  
• Gain a comprehensive understanding of basic-to-intermediate audio and lighting setups and systems for use in performance and non-performance based events  
• Strengthen creativity and problem solving skills through day-to-day troubleshooting and event design  
• Connect transferable professional skills gained through this role to larger career goals  
**JobX LEARNING OUTCOMES**  
(FWS Positions Only)  
**Available Openings**  
**Hours**  
8-18 hours/week; Flexible availability required as schedule is based on events  
**Hourly Rate** | $8.80 |
<p>| <strong>Time Frame</strong> | Academic Year 2019-2020 |
| <strong>Contact Name</strong> | Zenik Hite, Spencer Davis, Noelle Oxbol |
| <strong>Contact Email</strong> | <a href="mailto:zhite@email.unc.edu">zhite@email.unc.edu</a>; <a href="mailto:spiral@email.unc.edu">spiral@email.unc.edu</a>; <a href="mailto:noxboel@email.unc.edu">noxboel@email.unc.edu</a> |</p>
<table>
<thead>
<tr>
<th><strong>Work Location</strong></th>
<th>Carolina Union Event Services, Suite 3103B</th>
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<tbody>
<tr>
<td><strong>Phone</strong></td>
<td>919-962-6887, 919-966-5069</td>
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