

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Title: Live Audio Technician **Department:** Audio-Visual and Community Experience

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Expectations for all Employees

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees must embrace these expectations and model them in their behavior.

- *Demonstrate commitment to the essentials of the Christian faith.*
- *Commit to the mission and vision of Oklahoma Baptist University.*
- *Treat people with dignity and respect.*
- *Build relationships on honesty, integrity, and trust.*
- *Strive for excellence through teamwork, leadership, and a strong work ethic.*
- *Manage human and financial resources wisely and efficiently.*

Purpose: The Live Audio Technician has the primary responsibility of operating audio/video/lighting systems to support events scheduled on campus. The position oversees and runs all live audio events in multiple venues across campus and is also responsible for the setup, operation, and maintenance of OBU large event spaces. Must be prepared to work varied hours as calendar and events require.

Job Role and Responsibility

- Operate all audio equipment, such as a mixing console, during indoor or outdoor events and live performances.
- Set up and take down complete sound systems and perform sound checks.
- Work with the Director of Community Experiences and Manager of Audio-Visual Technology to coordinate requested audio support for scheduled events.
- Assist in coordinating the staffing of student workers necessary for events.
- Assist in providing support for all audio/visual/lighting and other related needs for various campus departments.
- Assist the Audio-Visual team and Community Experiences team with any and all other tasks relative to the department.
- Develop annual and long-range objectives for university audio systems and live event Venues.
- Work closely with the Manager of Audio-Visual Technology to receive direction and provide input into staffing and management of campus events.
- Maintain the stage, audio, lighting, LED wall, and video systems throughout the OBU Campus.
- Respond to audio related service calls from various departments when required including recording, theatre, and athletic facilities.
- Ensure event facilities are staffed whenever events are scheduled.
- Maintain any university sound equipment as needed.
- Maintain and train a team of student workers to operate university event spaces.

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- Run sound checks, mix live event audio, maintain audio equipment and inventory in all OBU event spaces.
- Perform other duties as assigned by supervisor.

Knowledge and Skills Required

- Must be proficient with current audio systems and live sound mixing.
- Must be proficient with current lighting systems.
- Must be proficient with current visual systems, including projection/IMAG/LED walls.
- Must be proficient with current audio-visual and lighting software.
- Must be a clear communicator with exceptional follow-up skills for closing communication loops.
- Able to establish and maintain effective working relationships with others.
- Able to handle stressful situations in a fast-paced environment.
- Possess high standards of conduct, appearance, and attitude.
- Possess strong analytical skills.
- Proficient with hardware and software tools in building management and scheduling, including Microsoft Office Applications.

Qualifications, Experience and Education

- **Required:** 2-years of live audio mixing experience.
- **Preferred:** Bachelor's degree in a related field.
- **Required:** Experience working with professional audio and video systems.
- **Preferred:** 2 years' experience working with professional audio and video systems.

Special Requirements:

- Must be a member of a local evangelical* Christian church.
*Evangelical is a broad term referring to segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
- Please apply using the link for "Administrative Applications" on the OBU website at:
<https://www.okbu.edu/hr/jobs.html>

OBU Benefits Summary:

OBU understands that our employees are our most valuable assets when fulfilling our mission. We strive to offer an extensive array of benefits and opportunities for employees to choose from. Full-time employees benefit from the generous OBU provision of premium contributions for nationwide family-friendly Health and Dental coverages along with free life insurance that includes accidental death and dismemberment equal to an employee's base salary. OBU provides access to optional employee-paid ancillary benefits like vision, hospitalization, critical illness, accident, additional employee-paid family life insurance coverages, and education benefits at OBU and other institutions of higher education. There is generous paid time off that includes annual granted vacation time, accrued sick leave, six annual holidays, and week-long breaks for Thanksgiving and Christmas that include energy conservation days. For all employees working at least half-time, there is an employer matching opportunity for retirement investments in a

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403(b)(9) plan administered by Guide Stone. There are numerous other perks and opportunities for OBU employees including FREE family membership to the OBU Recreation and Wellness Center or RAWC, Global outreach university mission trips, cafeteria discounts, and parking privileges to name a few. For more information about the current OBU employee benefits and opportunities, please contact the Human Resources staff at HR@okbu.edu.