EDMONDS CENTER FOR THE ARTS/
EDMONDS PUBLIC FACILITIES DISTRICT

POSITION: SOUND & BROADCAST SYSTEMS ENGINEER
EMPLOYMENT STATUS: Part-Time, Non-Exempt, Variable Schedule/Hours
REPORTS TO: Tech Lead, Production Manager
SALARY: Starting Salary: $24-$26 per hour, dependent on experience
          Position Salary Range: $24-$30 per hour

BENEFITS: This position is eligible for the following: 12 paid holidays per year,
          Accrued Sick Leave in accordance with Washington State guidelines.

JOB SUMMARY:
As an important member of production staff, the Sound & Broadcast Systems Engineer will operate and
maintain sound systems to support events in the organization in the operation of an historic performing
arts facility in downtown Edmonds. The Sound & Broadcast Systems Engineer, under the direction of the
Production Manager, works collaboratively and positively with renters and presented artists to facilitate
performance requirements.

The Sound & Broadcast Systems Engineer is an on-stage technical resource for artists and clients and
responds to a wide range of requests. They install, operate, and maintain sound, broadcast, and
network-based systems to support all events. This work also includes load-ins, installation and loadouts
and performs maintenance of the theatre systems and equipment in collaboration with the Tech Lead
and Production Manager.

A Sound & Broadcast Systems Engineer at EPFD/ECA is committed to justice, equity, diversity, and
inclusion, and strives to continuously reflect these values within both internal and external relationships.
They value a diverse team, are welcoming of different perspectives and approaches, and make sure that
their colleagues and partners feel valued and empowered.

PRIMARY DUTIES & RESPONSIBILITIES:
• Operate and maintain concert sound system and background sub-systems.
• Operate FOH and/or Monitor consoles.
• Serve as sound and video lead when needed. In partnership with the Production Manager
  and/or Tech Lead, train and assist touring or visiting sound technicians on ECA equipment and
  systems, as required.
• Make recommendations for system upgrades and purchases to Tech Lead and Production
  Manager.
• In collaboration with the production team and Safety Committee, maintain a safe theatre
  environment for performers, crew, and audience members.
• In partnership with the Tech Lead, install, operate, and maintain production network-based
  systems, concert sound system, broadcast video system, production network-based systems and
  associated background sub-systems.
• Participate in the overall maintenance and repair of stage facilities and equipment.
• Support the maintenance of facilities outside of the stage as needed and as available.
• May fill a variety of crew positions, best suited to the needs of each event and other staffing.
• Operate and configure production scale network systems including switches, routers, firewalls,
  access points and patch bays, as needed.
• Operate Front of House and/or Monitor consoles, Video Switchers, setup and configure projectors and other displays, as needed.
• Work with other departments to support events, as needed.
• Attend various staff and production meetings.
• Other duties as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES:**
• Effective communication, and interpersonal skills, including ability to work effectively with various departments, external partners, and diverse teams.
• Working knowledge of techniques, methods and procedures of theatre, dance, and music productions and presentations.
• Technical skills in the areas of sound engineering and video.
• Knowledge of streaming events and associated equipment.
• Excellent attention to detail and time management skills.
• Ability to problem solve creatively.
• Inherent comfort level for quickly adapting to changing environments.
• Ability to take initiative, work independently and collaboratively to solve problems and improve efficiency.
• Ability to create and implement systems for process improvement.
• Ability to manage simultaneous, multiple projects, establish priorities, and meet deadlines.
• An ability to exercise a high level of professionalism, judgment, and above all, discretion, and confidentiality.
• Excellent computer skills including MS Office.

**QUALIFICATIONS, EDUCATION AND EXPERIENCE:**
• High school education or equivalent required.
• Minimum four years professional experience with a combination of concert, theatrical and special event production.
• Minimum of four years progressive experience as a concert sound engineer.
• Dante Level 1 & Level 2 Certified.
• Thorough knowledge of concert and theatrical sound reinforcement systems.
• Audio-Visual experience.
• Extensive experience with varying musical genres and theatrical sound.
• Extensive experience with Yamaha Digital Audio Consoles.
• Experience as a monitor engineer- comfortable with a minimum of 12 mixes.
• Sound system troubleshooting capabilities.
• Extensive experience with Digital Audio Networking and Video Engineering.
• Understand complex signal flow in digital routing and analog patching.
• Understand IT networking and associated hardware- programming network switches & routers and IP structure and organization.
• Strong understanding of how concert production systems connect.
WORKING CONDITIONS:
Position will also require daytime as well as many evening and weekend hours including, at times, additional hours beyond a standard 40-hour work week.
- Must be able to work an irregular schedule, reliable transportation.
- Must be able to bend, climb stairs, and continuously stand or walk for extended periods.
- Heavy lifting, working on catwalks, ladders, and lifts, and working with electrical equipment are common requirements.
- Ability to work more than 8 hours in a single shift.
- Periods of remaining in a stationary position in an office setting and operating a computer.
- Ability to observe details at close range during computer use and document review.
- Repetitive use of hands and wrists on computers and equipment.
- The ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.
- Must be able to interact positively with ECA clients, contractors, and staff.
- Regularly must be able to lift up to 50 lbs. at a time, up to occasionally 75 lbs.

APPLICATION REQUIREMENTS:
Please send cover letter describing qualifications, resume, three references, completed EPFD/ECA Application Form and Voluntary EEO Survey (available for download at https://www.edmondscenterforthearts.org/who-we-are/employment) to careers@ec4arts.org OR Sound & Systems Broadcast Engineer, Edmonds Center for the Arts, 410 4th Ave N, Edmonds, WA 98020. No phone calls please.

Edmonds Center for the Arts is an Equal Opportunity Employer and is committed to advancing equity through our work and to becoming a more inclusive organization. People of color and others with underrepresented identities are strongly encouraged to apply.

NOTE: Pursuant to the Immigration Reform and Control Act, all new employees must present acceptable documents verifying identity, and authorization to be employed in the United States. Additionally, all applicants must possess a valid Driver’s License.

NOTE: An EPFD/ECA Application Form is required for all EPFD/ECA job openings. It is important that you review the application carefully. A candidate may be disqualified due to an incomplete application form. Any individual requiring ADA accommodation during any part of the selection process should advise EPFD/ECA of the need.