AUBURN
Human Resources

Asst, Athletics Audio Visual

Job Description

JOB INFORMATION

Job Code	BA27
Job Description Title	Asst, Athletics Audio Visual
Pay Grade	AT03
Range Minimum	$37,740
33rd %	$44,030
Range Midpoint	$47,180
67th %	$50,320
Range Maximum	$56,610
Exemption Status	Exempt
Organizational use restricted to the following divisions	130 Director Intercollegiate Athletics
Approved Date:	6/3/2025 8:50:33 AM

JOB FAMILY AND FUNCTION

Job Family:	Athletics
Job Function:	Athletics Video Productions

JOB SUMMARY

Provides audio visual (AV) assistance during Auburn Athletics Special Events and Auburn Athletics gamedays, both outside of and within Auburn Athletics venues.

RESPONSIBILITIES

- Provides audio visual assistance on Auburn-Athletics game days within Auburn Athletics' venues.
- Provides AV assistance for Athletics' Special Events, including: Audio: Manages microphones, audio boards, cable systems, and speaker setups for optimal sound quality. Video: Sets up and operates cameras and related equipment. Streaming: Ensure reliable live-streaming capabilities for events.
- Assists with the management of inventory, storage, repair, and preventative maintenance of AV equipment.
- Assists with the training of students, temporary employees (TES), and contracted staff for event operations as needed.
- Ensures AV systems comply with safety standards and university policies.
- Stays current on AV technology trends, recommending enhancements to improve venue and off-site audio and video quality.
- Complies with all applicable National Collegiate Athletic Association (NCAA) and Southeastern Conference (SEC) regulations in the performance of job duties.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	No supervisory responsibilities.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	no specific discipline.	and	0 years of	experience in the operation or installation of permanent or event-based audio-video equipment, broadcast television, multimedia content, AV production, or IT client service.	Or
Associate's Degree or Vocational Certificate	no specific discipline.	and	1 year of	experience in the operation or installation of permanent or event-based audio-video equipment, broadcast television, multimedia content, AV production, or IT client service.	Or
High School Diploma or GED	no specific discipline.	and	2 years of	experience in the operation or installation of permanent or event-based audio-video equipment, broadcast television, multimedia content, AV production, or IT client service.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Ability to operate and maintain audio and/or audio-visual equipment.	
Strong problem-solving skills and excellent verbal communication.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting			X			
Climbing			X			
Stooping/ Kneeling/ Crouching			X			
Reaching			X			
Talking					X	
Hearing					X	
Repetitive Motions			X			
Eye/Hand/Foot Coordination		X				

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		
Extreme heat			X		
Humidity			X		
Wet			X		
Noise			X		
Hazards		X			
Temperature Change			X		
Atmospheric Conditions			X		
Vibration			X		

Vision Requirements:

Ability to see information in print and/or electronically.

Travel Requirements:

None Required