

BIMM University - Bristol

Post: Senior Technician (Studio and AV)

Reporting to: Deputy Head of Estates & Facilities

Contractual Hours: 37.5 hours per week with flexibility to work 1-2 evenings and/or a weekend day for maintenance etc.

A University for the Creative Industries

BIMM University provides an extensive range of courses in modern music, performing arts, and filmmaking to over 9,000 students across 15 colleges in the UK, Ireland, and Germany. We have a long-standing commitment to providing the highest quality creative arts education, allowing students to maximise their career potential.

BIMM University is made up of BIMM Institute, Institute for Contemporary Theatre, Performers College, Northern Ballet School, and Screen and Film School. This wide network of colleges provides unique opportunities for students to collaborate creatively on projects with others working in music, performing arts, and film.

For 40 years, we've equipped our students with the knowledge and skills they need to meet the demands of the creative industries – and graduate feeling industry-ready.

Beyond academic life, BIMM University offers a community built on a shared passion, creativity, and belief system. Our inclusive culture is at the core of everything that we do, binding us together and driving us forwards.

Our Purpose, Vision and Values

Purpose

To inspire the next generation of industry professionals through the creation of inclusive and creative learning environments that remove barriers and provide opportunities for equal participation in the creative industries.

Vision

To provide the highest standard of industry-led education built on a foundation of collaboration, inclusivity, and an entrepreneurial spirit; to prepare our students for a sustainable career within the creative industries.

Values

Our values are at the core of our success; Believe in Everyone, Challenge the Norm, Grow Together, Own It and Do the Right Thing.

Key accountabilities

Training and support

- To plan and initiate training for staff and students including the Estates department in areas where required. This will include, Studios, AV Infrastructure, Octophonic soundsystem, Mac Suites and live mixing consoles and lighting.
- Develop and communicate with student and staff facing training materials to maximise the usage of specialist spaces and facilities (such as SharePoint, digital signage etc.)
- Support students in using the recording studios, live rigs, media production suite (green screen room), cameras and mac suites where required.
- To lead induction processes for students learning to use the studios and other specialist equipment at both sites.
- To develop systems and processes to enable staff to record lessons and create more blended learning opportunities, especially for students with disabilities and learning needs.

Operations and Maintenance

- Manage the recording studios and associated equipment to ensure full functionality of the resources.
- Plan and complete regular scheduled maintenance of the studio equipment/specialist AV equipment and manage repairs.
- Liaise with course leaders, lecturers, the exams team and student representatives for feedback on functionality and procurement of resources to ensure learning and assessment is effectively supported.
- Develop relationships with key suppliers and support the estates management team with procurement of equipment.
- Work collaboratively with central and local IT to ensure software is licensed, tested before semester and operational.
- Working with Estates Management to maintain accuracy of the asset database system for the BIMM site and reporting equipment faults promptly to the Estates & Facilities Manager

Health and Safety

- Be fully aware of all BIMM's Health and Safety and Safeguarding regulations and maintain constant vigilance that these are adhered to by staff and students.
- Reporting non-compliance to the Head of Estates & Facilities.
- Monitoring the condition and use of all resources for safe practice and working with Estates Management to initiate preventive measures to adhere to BIMM's H&S Policy.
- Supporting the completion of risk assessments and associated actions in studio and live spaces.

General Estates and Facilities

- Opening and closing the buildings as a designated keyholder.
- Supporting the estates and facilities team with standard processes and procedures, e.g. room booking, equipment bookings and management, SISO, room set ups, dealing with general staff and student enquiries relating to facilities, supporting on the helpdesk.
- Ensuring that all site users adhere to BIMM's general security procedures.
- Assisting with setting up and provision of technical support for external events where required
- Assisting the Estates & Facilities Managers as required.
- Managing and reporting student behavior both on site, off site and in the immediate environs of the college.
- Logging and reporting building condition faults.

Person Specification

We are seeking to appoint an energetic and motivated individual, with strong experience in a recording studio environment, live music and facilities management who will have the knowledge and expertise to support the Estates & Facilities team in ensuring that the building and facilities that make up the BIMM Institute Bristol estate are fully functioning and fit for purpose.

The successful candidate will be involved with the operation of both sites that make up BIMM Institute Bristol (St. James House and 25 King Square) working closely with the Head of Estates and Facilities to ensure the appropriateness, quality and safety of the college environment.

The successful candidate will be a team player who is used to working to tight deadlines. The role will require dedication to taking pride in contributing towards creating a inclusive learning community. The role will entail interaction with the other BIMM college site teams to ensure parity of experience and delivery of a high-quality teaching and learning environment.

Good communication, planning, organisation and time management abilities are essential.

Essential criteria

- Excellent timekeeping and reliability
- Good time management and prioritisation skills
- Strong competence and experience with musical equipment including instruments, electronic hardware, mixing consoles both live and studio
- Strong background and experience within a recording studio environment
- A strong understanding of the teaching and learning environment in further and higher education
- Confident in using DAWs including Pro Tools, Ableton and Logic
- Teaching experience
- Experience in Health and Safety awareness
- Confident in maintaining resources using a planned preventative maintenance schedule
- Excellent communication skills
- Friendly and approachable demeanor
- Experience in live music, including sound, stage and lighting
- Experience with visual mixing consoles, and live streaming events
- An understanding of Green Screen and film

Desirable criteria

- A Music Production related qualification, eg Pro Tools, Dante etc
- Full clean Driving Licence

NB: This is not a complete statement of all duties and responsibilities of this post. The post holder may be required to carry out other duties in keeping with the nature of the post as directed by and agreed with their line manager.

We are committed to establishing a culture of inclusivity across BIMM Institute, so that we truly represent the diversity of our students and the creative industries, both in what we teach and how we work.

We are committed to promoting the safety and welfare of our students.

All posts are subject to Right to Work and DBS checks.