

Job Description

Role Title: Creative Technical Demonstrator – Post
Production

School: Faculty of Social Science, Humanities and the
Arts for People and the Economy

Reference: MPF3158

Grade: Grade 5

Full or Part time: Full time – 6 Month Fixed Term Contract

Hours: 36.25

Reports to: Broadcast and Post Production Team Leader

Overview

With a diverse population of over 27,000 students, supported by 2,500 staff and a network of 200,000 alumni worldwide, the University of Salford is committed to creating prosperity, advancing healthy living, supporting a sustainable environment, and leading the way in creative and innovative practices. As a global institution that delivers high-quality education and impactful research, we welcome applications from enthusiastic individuals who want to be part of our academic community.

The Faculty of Social Science, Humanities and the Arts for People and the Economy is a leading centre for practice-based education in the creative disciplines. Through significant investment in our staff and facilities, we are strengthening our position as a centre of excellence for socially engaged teaching practice and research whose graduates are sought after as content creators and for the innovative application of creative technology, both in the creative industries and across wider sectors of the economy. Our vision is to become a top quartile provider of practice-based education in the creative industries, continuing to advance our standing as a destination of choice for students in the UK and internationally.

Our £55 million New Adelphi flagship building offers top-quality specialist equipment and facilities to suit all creative requirements. We also have a campus at MediaCity, an international media hub next to prestigious media organisations such as the BBC, ITV, and Dock10, with industry-standard facilities offering a professional environment for our staff and students. The School is organised into four Directorates, currently totalling around 4,800 students: Art and Design; Creative Technology, Film and Broadcast Media; Journalism, Politics and Contemporary History; and Performance, Music, English and Dance.

We are delighted that you are interested in finding out more about our current vacancy for the role of Creative Technical Demonstrator in the Faculty of Social Science, Humanities and the Arts for People and the Economy

We are committed to promoting a truly diverse and inclusive community, a place where we can all be ourselves and achieve success based on our skills and contributions. This means we seek to challenge assumptions and acknowledge systemic biases, as much as we celebrate diverse perspectives and experiences. We offer a range of family friendly, inclusive employment policies, flexible and agile working arrangements, staff engagement forums, campus facilities and services to support staff from different backgrounds. Our student population is already incredibly diverse and we want to ensure that this is reflected across our colleague profile as well. We particularly encourage applications from women and individuals from minoritised ethnic backgrounds. We also operate a guaranteed interview scheme for job applicants who declare they have a disability and meet the essential criteria of the role they are applying for.

There is a varied benefits package available through 'My Salford' where you can tailor your benefits to suit your own lifestyle – everything from additional annual leave, savings on High Street shopping, travel discounts as well as health and wellbeing support. However you

identify, whatever your pathway has been to get here, come and join us at the University of Salford where we are all proud to belong!

Informal enquires about this role can be made to: Louis Young – l.k.young@salford.ac.uk

The post is 36.25 hours per week.

Role Purpose

The primary purpose of the Creative Technical Demonstrator (CTD) is to provide support for the delivery of technical services to all our customers including students, academics and external clients. These facilities include TV and Radio Studios and high end post production services within a multi-platform environment and high specification digital teaching spaces.

The role holder will provide operational edit support specifically for Broadcast post-production. This will include demonstrating edit software to students both as a class and in small groups.

The role will form part of a Creative Technical Demonstrator (CTD) team providing support across the specialist spaces at MediaCityUK and will report to the Creative Technical Demonstrator Team Leader.

Principal Duties & Responsibilities

- Provide advice and support to customers regarding the use of the Post Production Facilities;
- Demonstrate the correct methods and techniques for a range of specialist equipment relating to the subject area, to both staff and students, either on a one to one ad-hoc basis, or within scheduled groups;
- Provide advice and support with developing our facilities and equipment in line with current market trends
- Develop and maintain relevant databases to ensure the integrity of information and assets;
- Develop user guides for the use of specialist equipment and data collection;
- To support staff and students working to professional post-production workflows;
- Obtain supplier quotes, discounts, equipment repairs and to ensure all equipment is fully maintained, including fault finding and advising on suitable maintenance schedules for all installed equipment in the specialist area;
- Liaise as necessary with external clients and suppliers to solve technical issues and/or to provide an effective customer driven service.
- Ensure the provision of excellent, relevant and timely customer service to all customers both internal and external;
- Foster and support a dynamic team approach within the MediaCityUK team, working effectively as a team member with other staff, including providing support when colleagues are absent and working to shared objectives;
- To undertake other such duties as the Technical Team Leader may determine from time to time;
- Engage with the Technician Commitment to promote the visibility, recognition, career development and sustainability of technical roles throughout the education sector.

Generic Duties

- Perform any other duties appropriate to the grade as may be required by the Head of School/Head of Division etc.
- Comply with the personal health and safety responsibilities specified in the University Health and Safety policy.

- To engage with the University's commitment to put our students first and deliver services which are customer orientated, represent value for money and contribute to the financial and environmental sustainability of the University when undertaking all duties and aspects of the role.
- Advance equality, support our work towards eliminating unlawful discrimination, foster an inclusive study and work environment for students, staff and visitors in accordance with our public sector equality duties and university policy.

This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

Person specification follows on next page

Person Specification

The successful candidate should demonstrate the following, which are 'Essential' (E) or 'Desirable' (D)

Qualifications

1. A good standard of general education normally to include English & Maths at GCSE (or equivalent) level at Grade C and above (E)
2. Undergraduate or postgraduate level degree in relevant subject area (D)

Background and Experience

3. Experience of video post-production in a technical capacity, including contemporary industry workflows (E)
4. Experience of delivering sessions in industry standard post-production software (E)
5. Experience of industry standard motion graphics and VFX software, such as After Effects (D)
6. Experience of problem solving and trouble shooting in relation to both hardware and software (E)
7. Experience in dealing with internal and external customers (E)
8. Experience of maintaining records in order to ensure the security of resources and document patterns of use (E)
9. Experience of working within pre-defined health & safety arrangements and the ability to ensure others work in line with procedures (E)

Knowledge

10. The technical aspects of professional hardware and software for post-production including different operating systems (E)
11. Highly skilled in Avid Media Composer as well as Resolve or Premiere Pro (E)
12. The technical aspects of a server based environment in post-production (E)

Skills and Competencies

13. Skilled in demonstrating and facilitating the learning experience (E)
14. Ability to devise and deliver training within the field of post-production technical operation (D)
15. Excellent communication skills, with the ability to negotiate and build relationships and to present information clearly, including preparation of documentation and reports (E)
16. A tenacity to drive excellence and quality in all aspects of their areas of responsibility, identifying and embracing best practice (E)
17. Ability to work effectively as a member of a team (E)
18. Results focused - able to act decisively, delivering successful outcomes based on informed business judgement (E)
19. Strong customer focus – demonstrating a thorough understanding of the customer needs (E)
20. To continuously look for opportunities for improvement and develop strategies for change to influence and shape the future direction of the services – adapting thinking and behaviour to suit the requirements of different situations (E)