

# Job vacancy

**Royal  
Geographical  
Society**

with IBG

Advancing geography  
and geographical learning

## ● Senior AV Technician

### ... **The Society**

The Royal Geographical Society (with the Institute of British Geographers) is the learned society and professional body for geography and geographers. It is also a charity and a membership organisation. The Society was founded in 1830 and has been one of the most active of the learned societies ever since. It was pivotal in establishing geography as a teaching and research discipline in British universities and continues to play a key role in geographical and environmental education.

The Society is a leading world centre for geographical learning – supporting education, teaching, research, professional practice and scientific expeditions, as well as promoting public understanding and enjoyment of geography and providing advice to policymakers.

The Society has an international membership of approximately 16,000, 31 specialist research groups, and a programme of activities that extends far beyond its membership to broad engagement with more than three million people per year. Over 200 lectures, conferences and other events are organised each year including a major four-day Annual Conference, a programme of popular lectures, professional development for geographers, and policy-related discussions.

The Society also publishes, under contract, scholarly journals and the popular *Geographical* magazine. It empowers others through a programme of grant-giving in support of research, fieldwork and expeditions, and teaching. The Society's information resources include its historic geographical Collections of maps, images, books, manuscript archives and artefacts.

The Society offers professional accreditation to members through Chartered Geographer status.

The Society is based in a listed building in its own grounds in Kensington opposite Hyde Park, and operates nine regional branches in the UK and two overseas. There are 54 permanent full-time staff, together with part-time, temporary and volunteer staff.

Applicants are strongly recommended to familiarise themselves with the current work of the Society set out on our website: [www.rgs.org](http://www.rgs.org)

### **The position**

The role of the Senior AV Technician, as part of the Venue Hire team, is to lead on the AV elements of Society and Venue Hire client event delivery and to assist them to project their ideas with technical expertise. They will be responsible for leading the technical team for events requiring support with Audio/Video, streaming, hybrid, lighting and recording needs. The role requires strong technical







## **Selection criteria**

The following are the requirements for this post. These are the criteria against which candidates will be shortlisted and judged, and it is in your interest to ensure that you cover each of these areas in the covering letter of your application.

### **Essential**

- A minimum of 5 years of experience working in a similar environment.
- Relevant technical experience.
- Willingness to work flexibly outside of usual business hours and sometimes long hours, including occasional weekend work, as part of a team complementing and backing each other up, and also supporting other members of the department
- Candidate should be knowledgeable and up to date with current and new equipment developments/trends in live events.
- Leading and taking the initiative and being a self-starter.
- Positive, friendly attitude.
- A team player.
- Well organized with a calm and efficient approach to work; the ability to meet tight deadlines and good attention to detail.
- Excellent verbal communication skills.
- Good IT skills including working knowledge of Microsoft Office suite and accurate keyboard skills. A willingness to learn how to use the Society's database software and how to edit the website.
- Presentable with good timekeeping.
- A willingness to do routine tasks, and to turn a hand to whatever is needed. Ability to be quick-thinking and flexible in dealing with the unexpected, often under pressure.
- Experience of managing a small team.