

## **INTERNAL - OPEN TO RRC EMPLOYEES ONLY**

### **AV Classroom Support Technician (Educational Assistant) Library Services**

Full-Time, Term Position Available (February 1, 2018 up to December 1, 2018) with possibility of an extension

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

An eligibility list may be created for similar casual, part-time, full-time, and term positions

*Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.*

#### **Duties:**

Red River College has a full-time, term position for an AV Classroom Support Technician (Educational Assistant) to work in Audio Visual Services in the Library. The responsibilities of the position will be primarily to provide audio visual classroom and event services to the college. This includes assisting in the maintenance and installation of AV equipment in college facilities, in providing assistance to clients in the set-up, troubleshooting, and use of AV equipment and resources, and, to a lesser extent, assisting in the set-up, operation, and striking of AV equipment for events. Other duties include monitoring of installed AV equipment, assisting with inventory and organization of AV equipment and supports. Some project work may also be assigned, commensurate with the abilities of the successful applicant.

#### **Required Qualifications:**

- Experience operating audio visual equipment
- Experience working with computers and Windows operating system
- Ability to work independently and within a team environment
- Experience staging and striking audio visual equipment and special events
- Strong customer service skills
- Experience installing audio visual equipment in an academic setting
- Strong problem solving skills
- Effective communication skills
- Excellent organizational skills
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

#### **Assets:**

- Experience working in the audio visual industry
- Successful completion of AVIXA Quick Start to the AV Industry and Essentials of AV Technology online training
- Successful completion of Accessible Customer Service Standard Training

#### **Conditions of Employment:**

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to travel
- This position may be required to work overtime

*We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.*

Competition Number: 2018-004  
Closing Date: January 16, 2017  
Salary Range: \$42,668 - \$58,366 per annum

Apply to Red River College by email: [humanresources@rrc.ca](mailto:humanresources@rrc.ca)

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or interview process, Human Resource Services will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit [blogs.rrc.ca/hr](http://blogs.rrc.ca/hr)

2055 Notre Dame Ave, Winnipeg, Manitoba R3H0J9