

TRINITY LABAN CONSERVATOIRE OF MUSIC & DANCE

Music Technology Technician

Part-Time (0.4 FTE), Permanent

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Music Technology Technician

Contract: Part Time (0.4 FTE), Permanent

Salary: £26,202 - £29,725 p.a. pro rata (Including LWA)

We are looking to appoint a resourceful, efficient and experienced music technology technician with excellent communication skills to support the learning and teaching of popular music.

Trinity Laban Conservatoire of Music and Dance is a forward-thinking world-class Higher Education Institution with a vision to redefine the Conservatoire for the 21st century. At the leading edge of music and dance training, we provide specialist education of the highest quality, which reflects the increasingly collaborative world of artistic practice and supports the lifelong career development of professional artists.

The BA Music Performance and Industry is a new three-year undergraduate programme in popular music that complements a wide range of study across the Faculty of Music. As the post holder, you will be part of a team of highly skilled, forward-thinking professionals committed to supporting popular music production learning and teaching. You will support the programme's needs by procuring, installing and maintaining equipment and supporting staff and students in its use. The successful candidate will be good at problem-solving, exceptionally well organised and have a love of contemporary and popular music.

Knowledge of DAW hardware and software plus PA systems, studio monitoring and outboard, is essential. Live and studio engineering skills and experience are required in support of student performances. You will be helping the students to use equipment, including software, as they learn how to produce music to a professional level. Knowledge of AV systems and digital film is also beneficial. The successful candidate will be friendly and enthusiastic and have excellent organisation and communication skills. You will be able to work independently and as a team member in a busy and occasionally pressured environment.

As an equal opportunity employer, we positively encourage applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender identity and expression, religion or belief, marital status, or pregnancy and maternity.

Please note all applications submitted will be shortlisted anonymously by our recruiting panel, so please ensure that your name and personal details are not included to the supporting statement, otherwise we will not be able to consider your application.

Closing Date: 09 July 2021, 23:59 hours BST (No Agencies)

Interview Date: 20 July 2021

For any queries about this position that are not covered in the job pack, please email Katerina Filosofopoulou, People Services and Resourcing Officer on staffrecruitment@trinitylaban.ac.uk.

All of our taught programmes are validated by Trinity Laban Conservatoire of Music and Dance. Research degrees are validated by City, University of London.

Trinity Laban Conservatoire of Music and Dance is a company limited by guarantee registered in England and Wales Company No. 51090. Registered Charity No. 309998.

JOB DESCRIPTION

Post:	Music Technology Technician
Department:	Music Technology
Reporting to:	Head of Music Technology
Grade:	5
Contract:	Part-Time (0.4 FTE) Permanent

PURPOSE OF ROLE

- To support the Music Technology needs of the BA Music Performance and Industry (BAMPI)
- To assist the research into appropriate MT solutions
- To support students' learning through giving technical advice
- To install and maintain equipment and software
- To support staff and student use of BAMPI facilities
- To develop and maintain systems for booking of resources

Main duties

1. To assist in the research for appropriate Music Technology hardware and software options for BAMPI needs
2. To purchase and install BAMPI related Music Technology software and hardware
3. To maintain MT software and hardware
4. To support staff and student use of Music Technology software and hardware
5. To develop and maintain systems for booking of BAMPI resources
6. To support live BAMPI events
7. To support BAMPI recording and music production
8. Where capacity permits, to occasionally work with the Music Technology team on large projects such as CoLab)

THE POST HOLDER MUST:

- At all times, be committed to Trinity Laban's Equality and Diversity Policy.
- Adhere to all policies and procedures relating to Health and Safety in the workplace.
- Promote the profile and image of the Department, the Faculty of Music's portfolio of programme offerings and the Conservatoire wherever possible.

CONSERVATOIRE VALUES:

- All staff are expected to operate in line with Trinity Laban's Terms and Conditions for staff, which set out the principles of how we work together. More information about the Conservatoire's vision, mission and values is available at:
<https://www.trinitylaban.ac.uk/about-us/governance/our-vision>

Trinity Laban has a no smoking policy on its premises.

The above list is not exclusive or exhaustive and the post holder will be required to undertake such duties as may reasonably be expected within the scope and grading of the post. All staff members are required to be professional, co-operative and flexible in line with the needs of the Conservatoire.

MUSIC TECHNOLOGY TECHNICIAN PERSON SPECIFICATION

Criteria	Specification	E/D	Measured By
Education/ Qualifications	Degree in Music Technology or a related subject	Essential	Application
Experience	Experience in creating and maintaining systems for DAW software	Essential	Application
	Experience in live sound and studio recording	Essential	Application
	Experience in AV systems	Desirable	Application
	Experience in purchasing and installing MT software and hardware	Essential	Application
	Experience in providing support and guidance to staff/ students on using AV/ MT software	Desirable	Application
Knowledge or Understanding	Thorough and up-to-date knowledge of DAW-based systems and small PA systems	Essential	Application & Interview
	Knowledge of live sound engineering and live AV	Desirable	Interview
Skills and Abilities	Excellent organisation skills	Essential	Interview/test
	Excellent skills at DAW installation and use	Essential	Interview
	Problem-solving and diagnostic skills in DAW	Essential	Interview/test
Personal Qualities	A friendly and efficient manner	Essential	Interview
	The ability to work well under pressure	Desirable	Interview
Special Working Requirements	Will need to be able to work occasional evenings given appropriate notice	Desirable	Interview

Please note, that it will not be possible for the Conservatoire to issue a Certificate of Sponsorship for successful candidates as we are awaiting further information from UK Visas and Immigration. Applicants will therefore need to be eligible to work in the UK or have limited leave to remain in the UK and associated right to work for the duration of their employment with the Conservatoire, in accordance with the Immigration, Asylum and Nationality Act 2006.

CONDITIONS OF SERVICE – SUMMARY AND STAFF BENEFITS

Contract:	Part-Time (0.4 FTE) Permanent, subject to a 6-month, probationary period.
Hours:	14 hours per week, usually from 9.00 am to 5.00 pm days and hours to be discussed (with a daily lunch break of one hour). Some evening and weekend working will be required during busy periods, for time off in lieu.
Location:	You will be based at the Faculty of Music (King Charles Court, Old Royal Naval college but may also be required to work at the Faculty of Dance (Laban building, Creekside).
Salary:	Trinity Laban Staff Salary Scale, Grade 5, Incremental Points 16 – 21, £26,202 - £29,725 p.a. (pro rata) inclusive of a London Weighting Allowance of £3,785 p.a. (pro rata). Salaries are paid on the last working day of the month into a bank or building society accounts.
Holidays:	10 days p.a. in addition to Statutory, Bank and Public Holidays. Please note, only full calendar months will count.
Sick Pay:	Trinity Laban operates the Statutory Sick Pay Scheme, and staff may be eligible for benefits in excess of this under Trinity Laban's own sick pay scheme.
Pension Scheme:	The successful candidate will be auto-enrolled into the Universities Superannuation Scheme, if they meet the qualifying criteria. Employees contribute at the rate of 9.6% of their pensionable salary (from 1 October 2019). The Conservatoire pays the Employer's contribution currently at the rate of 21.1% of pensionable salary.
Staff Development:	A range of Staff Development opportunities are available.
Library:	The Laban Library & Archive (Faculty of Dance) and the Jerwood Library of the Performing Arts (Faculty of Music) are available for use.
Car Parking:	A limited number of parking spaces are available at the Laban Building, subject to availability.
Cafeteria:	Our Cafeterias/Licensed Bars at both sites serve a range of hot and cold drinks and snacks.
Events:	There is a wide range of music and dance performances each week, many of which are free to members of staff.
Classes:	Reduced rates access to Adult Classes.
Eye Care:	Vouchers for eye tests are available for VDU users.
Health:	Reduced rates for Health services and access to the Cash 4 Health plan. Details are available from the Health Department.

Cycle to Work: A cycle to work scheme is operated.

Give as you earn A give as you earn scheme is operated.

INFORMATION ON TRINITY LABAN CONSERVATOIRE OF MUSIC AND DANCE

Trinity Laban Conservatoire of Music and Dance is the UK's only Conservatoire of music and contemporary dance. The expertise and experience of its staff and its world-class facilities housed in landmark buildings put Trinity Laban at the forefront of vocational training in music, musical theatre, and dance.

Our history goes back to 1872 with the founding of Trinity College of Music in London. Trinity College of Music merged with Laban (founded in 1946) in 2005 to create Trinity Laban, now home to a creative and cosmopolitan community of students, teachers, and researchers worldwide.

We have a reputation for innovation and forward thinking and are focused on training students for life-long careers in our art forms. Each year we welcome over 1,000 students from over 60 countries to follow undergraduate, postgraduate and research programmes. In addition, thousands of people enjoy music, dance and health activities as part of our lively performance and outreach programmes.

Our unrivalled roster of teaching staff includes respected academics, performers, composers and choreographers. Many of them are active researchers who push the boundaries of their art forms and extend our understanding of artistic and educational practice. We also welcome leading visiting artists, ensembles and companies from around the world, so our students benefit from working directly with today's top performers.

We work together in several outstanding locations, including the 17th-century Old Royal Naval College at Greenwich (a World Heritage Site), the Stirling Prize-winning Laban Building in Deptford, and the magnificent Grade II listed Blackheath Halls. Our world-class facilities include state-of-the-art practice rooms and dance studios, flexible performance spaces and internationally famous libraries. Students also have access to the cultural wealth of London and regularly perform at its leading venues.

To find out more, visit trinitylaban.ac.uk