



Position Title	Audio Visual Technician
Department	Corporate Staff
Reports to	Manager of Administration and Operations
Direct Reports	Nil
Purpose and Objectives	<p>Reporting to the Manager of Administration and Operation and Head of Springfield, the Audio Visual Technician is responsible for the setup, operation, maintenance, and repair of multimedia equipment, including microphones, projectors, soundboards, and lighting systems, to support College events and activities.</p> <p>You will uphold the College's standards of performance and integrity, foster a positive workplace culture, and build respectful partnerships with colleagues and stakeholders. Success in this role requires reliability, attention to detail, and a commitment to delivering exceptional service that supports the broader College operations.</p>
Key Accountabilities	<p>Day-to-day operational services</p> <ul style="list-style-type: none"> • Setup, operate, and maintain audio visual (AV) systems and equipment, including sound, lighting, backstage communications, audio-visual, staging. • Assist in the design and delivery of staging, lighting, vision and audio production for upcoming events in specific venues, in accordance with established "house standard". • Identify equipment requiring maintenance and either perform repairs or coordinate off-site servicing, under the direction of the Manager of Administration and Operations. • Coordinate and deliver the technical production requirements for internal College events and, where required, external events, as directed by the Head of Springfield and/or Manager of Administration and Operations. • Read and maintain a working knowledge of technical manuals for equipment used. • Train selected staff and students involved in assisting in events and productions in the safe and effective use of relevant equipment prior to use. • Attend meetings as required. • Undertake other duties as agreed in consultation with the Head of Springfield and/or Manager of Administration and Operations. <p>Safety</p> <ul style="list-style-type: none"> • The position involves manual handling tasks including but not limited to heavy lifting, pushing, pulling, climbing stairs and ladders, working in tight situations for cable management. The position also involves standing for long periods and walking for long periods of time. • Take reasonable measures to protect their own health and safety, and that of others. • Follow all reasonable Health and Safety policies, guidelines and directions. • Demonstrate accountability for the operational management of safe work practices in their area, including ensuring that appropriate resources, information and training are available to team members.



	<p>General Responsibilities</p> <ul style="list-style-type: none">• Demonstrate honesty and integrity.• Contribute to a collaborative and team-oriented workplace.• Participate in training and professional development as required.
<p>Selection Criteria</p>	<p>These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate.</p> <p>SC1 - Qualifications/Experience</p> <ul style="list-style-type: none">• Demonstrated experience in AV operations and production; experience in lighting and/or staging will be highly regarded.• Relevant qualifications, training, or certifications in creative arts, audio visual technology, production, or a related field are preferred. <p>SC2 – Technical Skills</p> <ul style="list-style-type: none">• Demonstrated technical knowledge and skills in the operation and maintenance of AV equipment.• Highly proficient ICT skills across multiple platforms, including Microsoft Office applications.• Experience with industry software and equipment. <p>SC3 - Communication</p> <ul style="list-style-type: none">• Strong interpersonal and communication skills and the ability to interact effectively with colleagues and clients, often under deadline pressure.• Demonstrated commitment to quality standards, and the willingness to regularly update skills and technical knowledge.• Creative, flexible and solution-focused approach to work. <p>SC4 - Physical Awareness</p> <ul style="list-style-type: none">• Ability to meet the inherent physical requirements of the role, including manual handling tasks and the lifting and movement of equipment.• Demonstrated commitment to maintaining a professional standard of presentation, including adherence to College uniform requirements. <p>SC5 – Personal capabilities</p> <ul style="list-style-type: none">• Ability to be flexible within task allocation as required.• Ability to prioritise work and meet deadlines in a diverse environment.• Demonstrated ability to exemplify care, dignity and respect, delivered through high personal accountability for professional workplace conduct.• Demonstrated commitment to reach their own potential (Plus Ultra) and in manner that aligns with the College's strategic and operational objectives and values. <p>SC6 – Christian Ethos</p> <ul style="list-style-type: none">• An understanding of, respect and demonstrable support for the College's Christian ethos.



Job Details	
Position Status	Casual
Hours of Duty	As required, in accordance with operational requirements
Classification	School Officer, Level 4
Annual Salary	\$46.68 per hour Terms and Conditions – Please refer to the Employment Contract, which may or may not include reference to the Queensland Lutheran Schools Single Enterprise Agreement 2024 .
Superannuation	12.75% employer contribution from 1 July 2025
Location	St Peters Lutheran College – Springfield 42 Wellness Way, Springfield Central, 4300
Professional Behaviours	Applicants are expected to respect and uphold the College's Mission of "Excellence in Christian Co-Education", support the Christian ethos of St Peters Lutheran College, and uphold the Code of Conduct and Valuing Safe Communities standards. All employees are expected to demonstrate courtesy, co-operation and teamwork with fellow members of staff, and actively and effectively participate in reasonable directions provided.
Child Protection	All employees of St Peters are required to complete annual Child Safety Training. New employees must complete this training upon commencement, and/or provide certificate of completion from previous workplace. Employees must understand and adhere to the College's Child Protection Policy and Procedures.
Health & Safety	All employees are required to take reasonable measures to protect their own health, safety and wellbeing, and that of others, and to follow all reasonable Health and Safety policies, guidelines, and directions. If in a leadership position, additional accountability for operational management of safe work practices in their area. Includes making appropriate resources, information and training available to their team members.
Policies & Procedures	Employees are expected to understand and act in accordance with St Peters policy and procedure documents that are available on the College's intranet, relevant legislation and directions within the employment contract and/or Queensland Lutheran Schools Single Enterprise Agreement and take the responsibility to maintain currency with these.
Compliance Requirements	Right to work in Australia. Current Blue Card and/or Queensland College of Teachers Registration. Identified positions will require additional security clearances. All successful candidates will be required to obtain and maintain currency and levels of security clearance. Timely completion of mandatory training requirements and training relevant to their



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	role.
Other Relevant Information	<p>The College will conduct relevant and required applicant checks which include and is not limited to contacting current and previous employer(s) to substantiate employment history, past conduct and performance.</p> <p>St Peters Lutheran College aims to be a preferred employer by fostering and valuing diversity, ensuring equitable and fair treatment for all, and respecting and upholding human rights.</p> <p>The College is committed to increasing the participation rate of Aboriginal and Torres Strait Islander people through best-practice recruitment methods and producing positive training and employment outcomes for Aboriginal and Torres Strait Islander people within the wider communities.</p> <p>The collection and handling of information will be consistent with the requirements of the <i>Privacy Act 1988</i>.</p>
Further Information	Further information about St Peters can be found at www.stpeters.qld.edu.au

May 2026