



LONE STAR COLLEGE SYSTEM COLLEGE WORK STUDY JOB DESCRIPTION

Financial Aid

POSITION NUMBER: TC 00011	
JOB TITLE: Student Worker III, PAC Specialist	College Work Study Position
DEPARTMENT: Performing Arts Center	PAY: 10.40 per/hr.
CAMPUS: LSC-Tomball	HOURS: 14 - 18 per/wk.

POSITION SUMMARY

This position will provide support to the Performing Arts Center. Duties to include: operating the lighting and sound equipment for events in the PAC; set up microphones, monitors, and various audio files for the performances/events; and be responsible for set up, focus and programming of lighting for the performance or event. May interact one-on-one with students. May interact with a high volume of customers. Will work with and assist diverse groups.

PRIMARY RESPONSIBILITIES

1. Under the supervision of the PAC manager, sets up the performance venue based on the events media. This includes computers, PowerPoint presentations, microphones, video and audio files and lighting.
2. Responsible for setting up and focusing lights, patching and/or wiring up lights to dimmers or electronic control consoles, and changing the set-up of lights during a performance or event. (e.g. changing color gels).
3. Responsible for setting up and configuration of microphones and speakers, managing the sound controls during the performance/events.
4. Maintain up-to-date knowledge of the hardware and software for each of the consoles.

REQUIRED QUALIFICATIONS

- High School Diploma or Equivalent
- 2 years of related work experience

KNOWLEDGE SKILLS AND ABILITIES

- Customer service
- Interpersonal skills
- Organizational skills
- Analytical and problem solving skills
- Communication skills (written and/or oral)

USE OF EQUIPMENT AND MACHINERY

- Pushing or pulling carts or other such objects
- Lift objects weighing up to 20 lbs.
- Standing for two or more hours
- Use or repair small/light equipment such as power tools