



## CHESTER CATHEDRAL

### Technician

Chester Cathedral will follow Christ through Discovery, Encounter and Faith

Chester Cathedral has been built by generations of people expressing their Christian faith through craftsmanship. The Cathedral stands in the Benedictine tradition of hospitality and welcome. It continues to be a living and working church where diverse people can gather to worship God and out of which a faithful community seeks to offer loving service to society.

Visitors to Chester Cathedral will find at first sight a magnificent building and an awe-inspiring place filled with beauty. On second glance they may begin to appreciate some greater significance in what they see. The more opportunity people are given to discover the stories of this place at their own pace and in their own way, the more they will find.

The Cathedral is not only filled with things, however. This is a place where people gather and do some journeying in company with one another. It is easy to get lost, or feel lonely in any community. If we are to be a place of encounter then every person who visits will need to feel valued and respected. Furthermore, this is a sacred space in which there is a real sense of the Kingdom of God. Visitors who want it should find space simply to be quiet and think.

The opportunity to discover something new may lead to a first step through the doors. Encountering others who work and gather here and encountering God can follow. For some there may be a further step of faith still to be taken. Through invitation to worship, faithfulness to the Gospel and confident witness to Jesus Christ we need to help those who come to inquire about or explore Christian faith.

The Very Revd Dr Tim Stratford  
Dean of Chester

## Overall Purpose of the Job

- Through being part of the vergers/front of house team, to provide high-quality audio-visual presentation that are sympathetic to the physical space.
- Specifically, you will be charged with the co-ordination of the sound and audio-visual systems in the Cathedral, both during Sunday and weekday services, key liturgical services (such as Installations) as well as for events production.
- You will be the lead advocate and practitioner for all technical aspects relating to sound video and light in the Cathedral. You will also take the lead in training colleagues, volunteers and Cathedral-wide staff in basic use of the systems as well as be responsible for maintenance and upkeep.
- Reporting to the Head Verger you will also work with the clergy and staff as required.
- You will be an initial point of call for frontline IT support to systems users, including office and backroom systems such as EPOS & CCTV.
- You will be confident in producing high-quality experiences for services and events.
- You will have the ability to form excellent working relationships with the team and provide flexible support and training.

## Key things you will be responsible for

	<b>Responsibilities and Accountabilities</b>	<b>Nature and Scope of Role</b>
1	To develop and operate the multi-faceted and integrated sound, video and light systems in the Cathedral to ensure high quality cover for worship (to include live worship and live streaming) and events	<p>To work alongside the team to deliver a seamless operation of sound video production and light during services.</p> <p>To design, operate and document presets for sound, video and lighting.</p> <p>To create presets for the major annual services.</p> <p>To work alongside the Head Verger to ensure this work is carried out sympathetically alongside the Cathedral's liturgical duties.</p>
2	To operate the digital video switcher, sound desk, and graphics generators	To work with the team to deliver a seamless operation of AV equipment

	during worship (services and events through the year)	for live streaming for services, events and major annual festivals (including Easter and Christmas).
4	To be the technical specialist for internal and external events	To work with internal colleagues to ensure you provide an effective supervision at certain internal events.  To work with external clients and venue hirers to offer the highest standard of AV production within the constraints of the Cathedrals AV setup.
5	Create or oversee video content for external use	To provide content for the Cathedral as required.  To work with the Education Officer to create content for online engagement.
6	To be the technical specialist on the team relating to the sound, visual and lighting systems	To develop protocols and provide basic training in these systems to all users.
7	To be responsible for the management specifically of the sound, visual and lighting systems	To plan and instigate a regular programme of monitoring including annual maintenance plans  To set up a maintenance regime and operating protocol with other staff to ensure equipment and systems are looked after by all
8	To provide the best possible welcome for <u>all</u> who enter the Cathedral	To ensure high standards of visitor welcome and respect for the diversity of visitors to the Cathedral especially in relation to digital display.
9	To oversee maintenance and development of IT infrastructure and systems, including Office, EPOS, Servers, Network and CCTV.	To provide frontline support in these areas, whilst overseeing external support contracts as appropriate. This will include access to sensitive information and adherence to GDPR policy will be essential.
10	Support with H&S as appropriate relating to electrical and electronic items.	Deliver a PAT testing schedule, working with the Safety committee as required.
11	To carry out other tasks as necessary, depending on the demands of the Cathedral	Including any other duties as directed.
12	Personal and Professional Development	It is a general duty of all Cathedral staff to

		<p>Ensure that they take responsibility for themselves;</p> <ul style="list-style-type: none"> <li>• To adhere to the provisions of the Staff Handbook,</li> <li>• To treat each other with respect at all times and embody the Cathedral values</li> <li>• Undertake appraisals and personal and professional development</li> </ul>
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**Health & safety / Safeguarding**

- Be aware of the current health and safety and safeguarding policy and procedures.
- Ensure that areas of responsibility are kept in safe order and condition.
- Be aware of current safeguarding and GDPR policies and procedures and be vigilant to their application.
- This role will be subject to Enhanced DBS clearance – as the role involves working with staff and volunteers who may be under the age of 18 or classed as vulnerable adults.

**Training & development**

- The individual will be expected to attend training courses and meetings as required and to keep alert to legislation and other changes and opportunities for personal development.
- All Cathedral employees and volunteers are required to complete a basic awareness course in safeguarding.

This job description does not form part of your contract of employment.

**Working Pattern:**

The working pattern for this role is full time, flexible hours and will include regular evening and weekend work. This includes major festivals e.g., Christmas and Easter.

**Remuneration:**

Salary: £20,000 (including 2021 pay review)  
Hours: 37.5 hours per week (part-time may be considered)  
Holidays: 28 days, including bank holidays  
Pension: 5% matched contribution plus additional 5% non-contributory

Evening and weekend working will be required.

## Person Specification

Attributes	Essential	Desirable
General	<ul style="list-style-type: none"> <li>• Be in sympathy with the aims and ethos of the Cathedral as a Christian organisation and centre of mission worship</li> <li>• Able to work as part of a small team – it is crucial that working relationships across the entire Cathedral team are positive and mutually-supportive</li> <li>• Able to work Sundays and some weekday evenings during school terms as well as frequent evenings including Friday and Saturdays. Occasional day-time working.</li> <li>• Able to work Holy Week and Christmas week (including Easter Day &amp; Christmas Day)</li> </ul>	
Qualifications and Training	<ul style="list-style-type: none"> <li>• Relevant technical qualifications (Level 4 or above)</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>• Experience relating to working with sound and light systems (e.g. theatre, cinema, cultural setting or similar)</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a church setting, the public/voluntary sector, or a heritage/visitor destination.</li> </ul>
Knowledge, skills and abilities	<ul style="list-style-type: none"> <li>• Knowledge and understanding of lighting systems and their effective performance</li> <li>• In-depth knowledge and understanding of sound systems and their effective performance</li> <li>• Experience of video production and editing.</li> <li>• Able to provide first line technical support</li> </ul>	<ul style="list-style-type: none"> <li>• Working knowledge of maintenance of sound and light systems.</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• Demonstrable integrity and honesty</li> <li>• Ability to work quickly and creatively</li> <li>• Ability to form trusting, supportive relationships with colleagues</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to work alongside unpaid volunteers and paid staff.</li> </ul>

## Application Process

**Applications must be made on the Cathedral's standard application form which can be found on the vacancies page of the website and must be accompanied by a covering letter. Applications or enquiries should be sent to [recruitment@chestercathedral.com](mailto:recruitment@chestercathedral.com).**

**The closing date for applications is Sunday 21 March 2021.**