

**UNIVERSITY OF DERBY
JOB DESCRIPTION**

JOB TITLE	Photography and Media Technician		
DEPARTMENT / COLLEGE	Arts, Humanities and Education		
LOCATION	Kedleston Road, Derby DE22 1GB Markeaton Street, Derby DE22 3AW Britannia Mill, Mackworth Road, Derby, DE22 3BL		
JOB NUMBER	0743-18	SALARY	£22,843 - £25,005 per annum
REPORTS TO	Technical Instructor		

Role Summary

You will ensure the effective provision and availability of specialist equipment and resource areas in order to facilitate delivery and student learning within the College of Arts, Humanities & Education with particular emphasis on photography and media provision.

You will be part of a technical team responsible for the maintenance and operation of Photography and Media equipment. You will be able to provide technical support and advice to students on the appropriate use of resources including darkrooms, photography studios and digital photography.

You will work with digital photographic software such as capture one and support the students with the digital workflow.

You will support and advise staff and students to help obtain the resources required through the resource booking system.

Principal Accountabilities

- Undertake any technical work related to the photography provision including organizing and maintaining specialist equipment. This includes photographic dark room recourses including colour machines, black and white processing, mural enlargers, photography cameras as well as workshop spaces, photography studio and equipment.
- Ensure the efficient and safe operation of work areas and the implementation of all relevant Health and Safety regulations and policies, in conjunction with the Technical Instructor and Technical Manager.
- Provide technical assistance, guidance and demonstrating to support student learning on all aspects of photographic provision to support student learning as agreed with the line manager.
- Keep up to date records and organize records of consumable and capital purchase and assets.
- Advise on the procurement needs and the ordering and purchase of materials, chemicals and other items as necessary through the university financial system.
- Assist with the supervision and training of new or trainee technical staff.
- If required, deputise for the Area Technical Instructor with regard to the day to day supervision of the area technical staff.
- Participate in the University's Development Review process and engaging with staff development activity as agreed with the line manager.
- Liaise with other Technical Advisers, Instructors and academics over shared equipment and facilities.
- Undertake any other duties as required in agreement with the Technical Instructors, Technical Team Leader or Technical Manager.

Person Specification

Essential Criteria

Qualifications

- Degree in related discipline or equivalent experiential learning in a related subject.

Experience

- Experience of demonstrating skills to learners, in the dark room and photo studios and with digital processing techniques.
- Experience of supporting students to display their work in exhibitions in the university and local exhibition spaces.
- Current experience of working in a photography environment with both colour and black and white processing techniques.
- Experience of working to a high standard of health and safety regulations in accordance with university policies.

Skills, knowledge and abilities

- Ability to work to deadlines and prioritise workloads.
- Able to manage own time effectively and to work on own initiative to problem solve.
- Excellent communication skills able to communicate and work effectively with staff and students and colleagues.
- A commitment to your own and others professional development and maintaining the highest professional standards and customer care.
- Able to use digital software such as adobe suite packages and knowledge of workflow such as Capture One adobe software Photoshop, illustrator, light room and the ability to support students in obtaining their final product Dealing with RAW processing.
- Able to use and have a knowledge of DSRL cameras both still and video techniques.
- Able to use and have a knowledge of large and medium format cameras will be an advantage.
- Able to use or have a Knowledge of the mounting process for photographs.

Business requirements

- There may be evening and weekend work associated with this post.
- There may be a need to travel between university and non-university sites to support student exhibition work.

- To work with the connect 2 booking system to support staff and students with their equipment loans.
- Williness to work towards professional accreditation.

Desirable criteria

Experience

- Have a broad understanding of a range of photography processes and materials including alternative processes such as salt prints and Cyanotype.

Skills, knowledge and abilities

- Knowledge of and able to do basic trouble shooting repairs and repairs on cameras medium large format and digital cameras where possible.
- Knowledge of software relating to post production of images the workflow and use of camera digital outputs.
- Ensuring the effective provision and availability of specialist equipment in order to facilitate academic delivery and student learning through the booking system.

Benefits

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

For more information on the benefits of working at the University of Derby go to

<https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230>