



MORE THAN MOTORSPORT

In September 1947, a group of enthusiastic friends staged a race on a disused airfield. That was the start of Silverstone, the home of British motorsport and world-famous racing circuit. We're very proud of our history - built by legends and the passion of our team who keep its spirit alive today.

365 DAYS OF THRILLING

We're a family leisure destination every day of the year. Born out of the British Racing Drivers' Club, we are the hosts of world-class events such as the Formula 1 British Grand Prix. We give people the chance to own the track with our adrenaline-fuelled Drive Experiences and offer unforgettable business experiences at our International Conference & Exhibition Centre.

WHAT DRIVES US

We offer thrills on and beyond the track. We are confident, not afraid to show emotion and champion team work and trendsetting ideas. Together, we will make Silverstone the best business venue and family destination in Great Britain.

Technical Department

This is an exciting department that is first point of call for all Technical aspects of Silverstone ranging from the track sound systems, start lights and CCTV system plus covering all Public events from the British Grand Prix to the weekend club meetings. We also provide all technical elements at corporate events that range from a projector and screen to a full conference setup that can be for up to 1000 people which involves using our in-house LED screen and sound systems. No day is the same and involvement with the major events could find you on the start line controlling sound for the opening ceremony or in the international media centre or helping to design bespoke technical solutions. Because of the unusual nature of such a large and varied venue you may also find yourself setting up Santa's grotto.

Job Title **Junior AV Technician**

Reporting To **Senior Technician**

Department **Corporate Events**

Hours **40 hours per week**

Job Purpose

An exciting opportunity for a talented Audio-Visual Technician to join the team responsible for delivering some of the UK's leading international exhibitions, conferences, and events at the home of British motorsport, Silverstone Circuit.

Silverstone Circuits Ltd

Jimmy Brown Centre, Silverstone Circuit, Northamptonshire, NN12 8TN, United Kingdom
+44 (0)844 3728 200 info@silverstone.co.uk www.silverstone.co.uk
Company No. 882843 VAT No. GB 170160935 Registered in England and Wales



The task of Junior technician is to work with and provide technical support to the corporate events department as part of the in-house Audio-Visual technical team.

The role will stretch, push, and grow your technical competencies as an AV Technician. You will play a key role in the planning, prep, delivery, and operation of AV equipment for a wide range of public events, corporate event conferences, and exhibitions.

You will be comfortable speaking with clients and collaborating with colleagues in a very close-knit team. Providing a professional and efficient technical support to all areas of the business in accordance with company policies and procedures.

Role Responsibilities

- A basic understanding and operational knowledge of AV and technical systems and technology.
- To have basic knowledge on video conferencing and hybrid events technology.
- Preparing and maintaining audio and video equipment.
- Assisting with the installation, testing, and engineering of audio and video equipment for conferences and events.
- Ensure all systems are fully functional and provide troubleshooting or handover to relevant senior personnel.
- Support with installation, testing and engineering at Club events.
- Assist on all aspects of build and derig of BGP, Moto and Classic.
- Assist with supporting and rectifying where able on video/audio conferencing problems.
- Help to maintain a clean, tidy, and safe working environment
- Assisting with onsite work as required and any other duties as reasonably requested
- To support AV technicians on Event Days - as and when required.
- Work with AV technicians to ensure all AV equipment is maintained to align with company H&S standards, maintaining regular service checks on the equipment
- Support AV Technicians on de rig of tech equipment on events to ensure that the site and venue are returned back to the venue in the same state it was handed over and complies with company standards.
- Undertake special tasks and projects when required.
- Support AV technicians with the updating of venue guides and operational manuals when required
- Proactively establish and maintain effective internal and external working relationships with all departments, supply partners and external suppliers.
- Support AV technicians with internal and external customer needs.
- Support in recommending and implement improvements that will help to grow our business and sustain our position in the market.

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- Support the AV technicians when activities, and those of suppliers directly managed, are carried out in line with company H&S Policy and procedures.
- Conduct post event reconciliation, review and all feedback are acted upon to affect positive change with agreed action plans
- Support team with cost saving ideas if and when required without compromising overall operational delivery.
- Support internal teams in identifying new revenue streams and developing existing ones
- Work with internal and external teams – contractors and clients etc.
- Ensure that all work is carried out in an effective and timely manner
- Complete ad hoc tasks and duties for the team as required
- Provide extra support to the team to run in-line with the demands of the business
- Good communication skills, both verbal and written, and the ability to communicate with all levels within an organisation.
- Support with power requirements onsite at events as required

Team Standards & Responsibilities

- Create a positive, proactive culture and environment within the department
- Professional presentation reflecting the Silverstone values

Performance Responsibilities

Performance will be monitored against the following:

- Objectives set through the Personal Development Review (PDR) process
- Organisers / Customer satisfaction
- Budget management
- Ownership and completion of events/projects in a timely manner
- Teamwork
- Health and Safety

Key Relationships

- Senior Management Team
- Visitors and clients
- Events team
- Venue department
- Catering department
- Third party suppliers, and agencies
- Sales, Finance and Marketing Departments
- PA's
- IT department

Knowledge, Skills & Qualifications

- Good basic working knowledge of Audio-Visual Systems

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- Have some experience in the AV sector preferably in a Corporate Events environment
- Able to operate an audio mixing desk
- A neat, conscientious worker
- A willingness to learn on the job
- Willing to work at height
- Competency with computers including Microsoft 365 Packages (Excel, Word, and PowerPoint), MS Teams
- Knowledge of 100-volt line system, RF systems, Fibre networks an advantage
- Strong health and safety awareness
- Experience of working at a Racetrack, Events or large venue environment would be advantageous
- Ability to take ownership and problem solve, is proactive and self-motivated
- Works well as a team player and uses own initiative
- Highly organised and is able to prioritise and work to tight deadlines
- Previous electrical knowledge is advantageous – not essential
- Intermediate MS skills – Advanced in Excel and PowerPoint
- Flexible approach to work including weekends and evenings
- Must hold a full and clean driving licence or in the process of gaining one
- Attention to detail and accuracy
- Resourceful and able to work under pressure
- Good interpersonal skills
- Good organisational skills essential

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