



**NEVADA LEGISLATIVE COUNSEL BUREAU
ADMINISTRATIVE DIVISION**

AUDIO VISUAL AND HEARINGS TECHNICIAN I

Carson City, Nevada

Salary up to \$91,496 (employee/employer paid retirement plan)

The Audio Visual and Hearings (AVH) Unit of the Legislative Counsel Bureau (LCB) is seeking a diverse pool of qualified applicants for the position of AVH Technician I within the Administrative Division. The LCB is a nonpartisan, legislative service agency that provides professional, technical and administrative support to the Nevada Legislature, which convenes biennially in odd-numbered years for 120-day sessions and for rare special sessions during the interim periods. The AVH Unit broadcasts and records the proceedings of the Nevada Legislature via an internal television network and provides access to the legislative process for the public through internet streaming and remote participation and performs various other services to support the LCB. This is a full-time position located in Carson City, Nevada.

Position Description: Under the general supervision of the AVH Supervisor, the AVH Technician I will work closely with other AVH staff to uphold high standards of broadcasting quality and operational efficiency, ensuring the seamless operation of legislative broadcasts and recordings and enhancing the legislative process through reliable technical support. Responsibilities of the AVH Technician I may include, without limitation:

- Participating in meetings for the AVH Unit;
- Collaborating with a team of talented professionals, including technicians and supervisors, while providing excellent customer service and seamless operation of meetings;
- Complying with industry regulations, safety standards and best practices;
- Participating in a positive and inclusive work environment that exhibits teamwork, professional development and a culture of innovation and creativity;
- Working closely with other divisions and units within the LCB in both Carson City and Las Vegas, Nevada;
- Addressing technical or operational issues as they arise and reporting such issues to the AVH Technician II;
- Working closely with the AVH Technician II and Technician III to ensure all equipment runs smoothly;
- Providing coverage for other AVH staff as needed;
- Installing equipment and executing projects as required;
- Keeping abreast on technological advancements in relevant industries; and
- Performing other duties as assigned.

Minimum Qualifications: The Audio Visual and Hearings Technician I will be selected with special preference given to the candidate's training, experience and aptitude in the field of broadcast and production services. A qualified candidate must have: (1) a high school diploma/GED; and (2) at least 1 year of experience in audiovisual technology or broadcast and production services. A bachelor's or associate's degree in audio, visual or broadcast is strongly preferred.

The ideal candidate will demonstrate:

- The ability to learn new and existing applications;
- Excellent attendance and punctuality;
- The capability to learn and understand all aspects of the LCB's infrastructure;
- Excellent workmanship skills, with the ability to motivate others and complete projects on time;
- Exceptional communication and interpersonal skills, with the ability to collaborate effectively with the AVH team;
- Sound organizational and problem-solving abilities with a keen attention to detail;
- The ability to thrive in a fast-paced, deadline-driven environment and handle changing priorities;
- The ability to operate both camera and audio equipment effectively;
- Experience in configuring/troubleshooting hardware, including audio-DSP, A/V control, video and audio devices and USB-based software applications;
- Experience with some or all of the following: audio DSPs, Crestron, Extron, DSYs, Q-SYS, Shure, ROSS Video Systems, Polycom, Sliq, DANTE and EMS; and
- Knowledge of all types of cables and terminations.

Salary: The annual salary for this position is based upon a Grade 34, which has a salary range of \$61,721 to \$91,496 under the employee/employer-paid retirement option. An employer-paid contribution plan is also available with a reduced salary in lieu of an employee contribution. Actual starting salary will be based on experience.

Benefits: The benefits include the accrual of paid annual leave and sick leave, health insurance and membership in the state's retirement plan. For additional information on the retirement options and benefits, please visit the [Public Employees' Retirement System of Nevada](#). For a description of the current health, dental and vision benefits, please visit the [Nevada Public Employees' Benefits Program](#). Other optional benefits are also available, including a deferred compensation program.

Working Conditions: The work is performed in a fast-paced, demanding office environment and requires total customer satisfaction. Significant overtime is required during legislative sessions and certain other periods as necessary to meet the demands of the Legislature, which may include on-call, after-hours, weekend and holiday work. When overtime is worked, the AVH Technician I may earn compensatory time that can be taken at a later date or be paid for the overtime, consistent with the LCB Rules and Policies and subject to budgetary limits.

Application Process: All applicants who meet the minimum qualifications may apply by submitting a [LCB Employment Application](#), cover letter and current resume via email to LCBHR-jobs@lcb.state.nv.us or by mail to:

Legislative Counsel Bureau
Attn: Human Resources
401 S. Carson Street
Carson City, Nevada 89701-4747

Applications will be accepted on a rolling basis and the application period will remain open until the position is filled. Applicants are therefore strongly encouraged to submit their applications as soon as possible. Hiring may occur at any time during the recruitment process.

The successful candidate must undergo a background check.

The Legislative Counsel Bureau is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion or belief, national origin or ancestry, age, sex, sexual orientation, gender identity or expression, disability, pregnancy, domestic partnership, political affiliation, genetic information, or compensation history, or any other characteristic protected by applicable law. The Legislative Counsel Bureau will not tolerate discrimination or harassment based on any of these characteristics, nor will it tolerate unlawful retaliation. Applicants may contact LCBHR@lcb.state.nv.us to request reasonable accommodations to participate in the hiring process and will not be disqualified from consideration based upon such requests.

(Revised 9/18/2024)