AUBURN
Human Resources

Asst Dir, Video Board Operations

Job Description

JOB INFORMATION

Job Code	BB64
Job Description Title	Asst Dir, Video Board Operations
Pay Grade	AT05
Range Minimum	$43,910
33rd %	$52,690
Range Midpoint	$57,080
67th %	$61,480
Range Maximum	$70,260
Exemption Status	Exempt
Organizational use restricted to the following divisions	130 Director Intercollegiate Athletics
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	7/11/2023

JOB FAMILY AND FUNCTION

Job Family:	Athletics
Job Function:	Athletics Video Productions

JOB SUMMARY

Reporting to the Director of Video Board Operations, the Assistant Director of Video Board Operations is responsible for assisting operation with the department's in-house video boards, oversight of select venue still graphics, motion graphics, and video board display for all video board shows.

RESPONSIBILITIES

- Serves as secondary point of contact on all aspects of video board operations for Auburn Athletics, including but not limited to content loading, testing, and system maintenance.
- Assists the Director of Video Board Operations in maintaining and operating Daktronics video board systems and technologies within all athletic venues.
- Assists with run of show for on-campus video boards, including but not limited to: highlight packages, video features, live in-game statistics, sponsorship packages, and graphics.
- Assists in producing games and events using Daktronics show control and related systems.
- Exhibits a culture of collaboration between War Eagle Productions, War Eagle Creative, and Fan Experience units to maximize the experience for student athletes, fans, alumni, and students. Provides support to War Eagle Productions and Fan Experience and Community Relations units to achieve maximum output of high-level productions and engagement.
- Complies with all applicable National Collegiate Athletic Association (NCAA) and Southeastern Conference (SEC) regulations in the performance of job duties.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum

requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Degree in Communications, RTVF (Radio, Television, Film), Broadcast Journalism, Media Studies, Marketing, or related field.	and	2 years of	Experience in coordinating multiple aspects of a live production for athletic events to include execution of creative, administrative, and operational sides of a live event or broadcast.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of a broadcast control room, such as: broadcast standard camera assignments, video switchers, replay machines, etc.	
Knowledge of live video and post-production procedures and various communications mediums.	
Knowledge of athletic media production, communication, and dissemination techniques and methods.	
Knowledge and ability to follow guidelines and policies set forth by SEC Network, Auburn University, and third-party partners.	
Knowledge of transmission, broadcasting, switching, control, and operation of telecommunications systems.	
Ability to analyze information and evaluating results to choose the best solution and solve problems.	
Strong problem-solving skills, conflict resolution, ability to adapt and collaborate, and interpersonal skills; ability to work well and collaborate effectively with and/or supervise others.	
Ability to work quickly, efficiently, and with adaptability under strict deadlines.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting				X		10 lbs
Climbing		X				
Stooping/ Kneeling/ Crouching		X				
Reaching			X			
Talking				X		
Hearing				X		
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

Vision Requirements:
Ability to see information in print and/or electronically.