



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Technician in Media Practice

School of Media and Communication, Faculty of Arts, Humanities and Cultures



Salary: Grade 5 (£29,588 – £33,002 p.a.)

Fixed-term for 1 year starting September 2026

We will consider job share and flexible working arrangements

Technician in Media Practice, School of Media and Communication, Faculty of Arts, Humanities and Cultures

Are you a well organised and adaptable individual, with strong communication skills, committed to delivering an excellent student experience? Do you have experience of technical practice in industry or a media learning environment, and supporting staff and students with their use of technology? Are you committed to supporting academic excellence?

The School of Media and Communication at the University of Leeds is a highly ranked department with a vibrant research culture and a commitment to excellence in teaching.

The School seeks to appoint a motivated and proactive Media Practice Technician to join us from October 2026. With hands-on experience of media production, you will work collaboratively with staff, team members and students to support the smooth delivery of all our media practice-based programmes, including film, photography and media, digital media and journalism.

As a Technician within the Technical Service, you will support students, staff and researchers in the use of specialist skills relevant to media production, with an emphasis on delivery of software skills including Da Vinci Resolve, Adobe Creative Suite and Audacity. You will be familiar with contemporary working practices used in industry and will have a proven track record of technical support in a production environment.

You will also be familiar with Blackmagic and Sony cinema cameras, with a working knowledge of their operation, maintenance and upkeep. With a commitment to seek development and learning opportunities, you will share good practice, and encourage knowledge exchange between colleagues, to facilitate continuous improvement.

You will have excellent communication skills and the enthusiasm to deliver an exceptional student and staff experience. You will be well organised, with excellent attention to detail and a flexible approach to work. You will be able to multi-task and effectively prioritise tasks to meet competing deadlines.



What does the role entail?

As a Technician in Media Practice your main duties will include:

- Acting as a point of expertise in media production software and providing support to the School in this field;
- Providing skilled technical support to students, staff and researchers in the proper use of the School's film production equipment and facilities;
- Assisting with the maintenance and up-keep of the School's studios and teaching spaces, ensuring their ready availability for learning and teaching activity;
- Delivering skills-based inductions and demonstrations to learners in the use of media production software and specialist hardware;
- Assisting in the loan and retrieval of equipment from the School's equipment hub;
- Assisting in monitoring the equipment inventory, maintenance and scheduling;
- Assisting with the maintenance and layout of rooms and the movement of equipment within the School of Media;
- Monitoring and providing guidance on University Health & Safety guidelines when working in practice-based teaching and learning spaces, especially when electrical, video, lighting, grip or sound equipment is in use;
- Building effective working relationships and contributing experience, support and advice to colleagues within the School and its external partners;
- Contributing to team decisions and being proactive in making suggestions for service improvement;
- Demonstrating a commitment to ongoing professional and personal development;

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

What will you bring to the role?

As a Technician in Media Practice, you will have:

- A degree in a relevant discipline or equivalent professional experience;
- Practical experience supporting learners in the set up and use of media production hardware, software and facilities;
- Professional knowledge and experience of operating video cameras, lighting and video editing software, including Da Vinci Resolve, Adobe Premiere Pro and Adobe After Effects;
- Experience of Blackmagic **or** Sony camera systems;
- The ability to analyse and solve problems, using initiative and guidance, and the capability to identify and suggest improvements to service provision;
- A flexible and adaptable approach, with a commitment to seeking development and learning opportunities and the ability to keep up to date with new processes, information and systems;
- An understanding of the needs of colleagues and/or students from different backgrounds and cultures;
- Excellent communication skills; able to work positively with staff and students at all levels and to work effectively and recognising the importance of collaborative working;
- Excellent organisational and time management skills, with the ability to work independently and proactively and organise and prioritise your own workload to meet deadlines and conflicting demands;

You may also have:

- Professional photography experience including lighting and dark room skills;

How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.



Contact information

To explore the post further or for any queries you may have, please contact:

Alex Vann – Faculty Technical Services Manager

Email a.r.vann@leeds.ac.uk

Samson Borthwick – Senior Technician

Email S.J.Borthwick@leeds.ac.uk

Additional information

Our commitment to inclusion

As an international research-intensive university with a strong commitment to student education, we aim to create an inclusive environment that attracts, supports and retains the best students and staff from all backgrounds and from across the world. In line with this vision, the Faculty of Arts, Humanities and Cultures is committed to fostering a culture of inclusion, respect and equality of opportunity. We select candidates on the basis of merit and ability, and aspire to further diversify our Faculty community. We particularly welcome and encourage applications from candidates belonging to groups that have been under-represented in the University including, but not limited to: Black, Asian and ethnically diverse people; people who identify as LGBT+; and people with disabilities.

Working at Leeds

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at disclosure@leeds.ac.uk.



Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending. Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

