



Position Description – Technical Services Officer, Sound

Position Details

Position Title:	Technical Services Officer, Sound
College/Portfolio:	College of Design and Social Context
School/Group:	School of Design / DSC Technical Services
Campus Location:	Primarily based at city campus, and the potential to work across other RMIT campuses as required.
Classification:	HEW6
Time Fraction:	0.6FTE
Employment Type:	Continuing
Reporting Line:	Technical Services & Facilities Manager, DSC
No. of Direct reports:	N/A

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College of Design and Social Context

RMIT's College of Design & Social Context brings together creative and practical study in the fields of design, technology and society.

Comprised of nine schools, the College encompasses a wide variety of disciplines of the built environment, education, media & communication, global & social studies and across all fields of art and design. It is this breadth of expertise and the shared commitment to addressing the most urgent challenges and opportunities of our time through interdisciplinary collaboration that gives the College its unique identity.

Our work makes substantive contributions to sustainability and regenerative futures, global and social justice agendas and exploring the nexus of technology and the human experience.

We seek to deepen our understanding and offer possible paths forward for society by addressing these issues with imagination, rigour, and practicality. We do this through excellence in education and research that is future-focused, industry-connected and community engaged.

With over 21,000 students in Australia and Vietnam – from undergraduate students to PhD candidates – learning and researching with a team of over 1000 academics, we are dedicated to fostering an environment that advances knowledge and transforms professional practice.

Through our highly respected research centres, groups and international partnerships, the College is having an impact globally with agenda-setting research that informs government policy, supports industry innovation and advances creative practice.

The College has a significant presence in Asia and Europe through higher education programs and active research projects. This includes programs at RMIT's Vietnam campus and with partner organisations in Singapore and Hong Kong, and research activity at RMIT Europe, the University's innovation hub in Barcelona.

The College is recognised globally for its standing across numerous fields with Art and Design maintaining its number one spot in Australia and the Asia-Pacific, and 19th globally, in the 2023 QS World Rankings by Subject. Architecture and the Built Environment ranks second in Australia and 25th globally while Communications and Media Studies is ranked fourth in Australia and in the top 50 globally.

For more information see www.rmit.edu.au/dsc.

School of Design

The School of Design is a new School comprising the disciplines of Industrial Design, Digital Design (including Animation, Digital Media and Games) and Communication Design.

The School builds on RMIT's leading national and international reputation in design education by creating a specific focus on emerging areas such as UX and service design, design strategy and virtual and augmented reality.

It comprises approximately 72 academic and 10 professional staff and over 2000 EFT undergraduate and postgraduate students with expectations of growth. <https://www.rmit.edu.au/about/schools-colleges/design>

Position Summary

The Technical Officer, Sound provides specialist technical support to academic staff and students to ensure the School achieves its teaching, research and commercial objectives. The Technical Officer ensures that the School's specialist sound facilities, that includes SIAL Sound Studios and facilities in the Digital Design discipline, are developed, maintained and provisioned to the highest standards.

The Technical Officer, Sound also provides advanced spatial sound support to exhibitions, installations, concerts, and other activities undertaken by the School of Design.

The Technical Officer, Sound will also maintain strong working relationships with the broader Technical Services community in the College of Design and Social Context and will collaborate with its teams as required.

Key Accountabilities

- Provide technical coordination and support, supervising, instructing and training students and staff in the resolution and production of their design ideas and concepts. Support will be provided independently and in cooperation with academic staff.
- Advise students and staff on technical matters regarding sound, safety instructions in the operation of equipment and tools and technical knowledge in material specification.
- Provide tailored demonstrations and instructions to students in a group or on an individual basis based on current teaching requirements.
- Plan and prepare sound studio environments in consultation with academic staff to ensure students can obtain positive learning and teaching outcomes

- Maintain and update sound equipment and software registry, material and stock levels and all other records and documentation including relevant databases, particularly in relation to OH&S requirements.
- Provide sound technical support to events and exhibitions across the School of Design
- Undertake other work as directed by the School of Design

Key Selection Criteria

1. Strong technical knowledge and expertise in the specialist areas of the School of Design with a focus on sound and strong knowledge of spatial sound formats and production techniques
2. Strong communication skills with the ability to provide both written and verbal instruction to a range of audiences.
3. A demonstrated ability to deliver inventive and flexible solutions to staff and students.
4. A willingness to take on new challenges, work with minimal supervision, and organise workload to ensure timely completion of tasks.
5. Demonstrated ability to work co-operatively as a member of a team with the ability to respond to the changing needs of the School.
6. A strong focus on occupational health and safety.

Qualifications

A relevant qualification and / or equivalent trade / equivalent experience

Working with Children Check

Appointment to this position is subject to holding a valid Victorian Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.