

Position: Audio-Visual Director	Employment Regime: Seconded/Contracted	Post Category: Assistant Level AL-1
Ref. number: 112	Location: The Hague, the Netherlands	Availability: ASAP
Component/Department/Unit: Kosovo Specialist Chambers/ Division of Administration/ Information Technology Services Unit	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

Reporting Line:

The Audio-Visual Director reports to the Head of Information Technology Services Unit through the Courtroom Technology Supervisor.

Main Tasks and Responsibilities:

- To prepare AV systems and manage the audio-visual and computer operations during court sessions, following internal policy and best practices;
- To direct and operate robotic cameras and mix multiple audio, video and computer inputs with the view towards maximizing the effectiveness of the court proceedings;
- To present a balanced view of the proceedings to the viewing public, retaining technical coherence of remote witness testimony;
- To assist in, and assure accurate and functional technical process of production and record keeping of courtroom proceedings archives and other confidential recorded materials;
- To assist in all the phases of AV hardware/software specification, purchase, implementation and operation by providing experience and guidance from a support and operator perspective;
- To receive hardware, software, network and system problem reports via telephone, email or in person;
- To report regularly to the Courtroom Technology Supervisor and the Court Management Unit on the status of courtroom technical operations, AV operations and development projects;
- To provide technical input into development of courtroom operational guidelines;
- To undertake any other related tasks as requested by the Line Managers.

Essential Qualifications and Experience:

- A level of secondary education attested by a diploma.

AND

- A minimum of ten (10) years of relevant professional experience, after having fulfilled the education requirements.

Specification of Education and Experience

- A minimum of five (5) years of experience with directing in a professional multi camera, multi input environment, preferably within a legal organization;
- Technical training in Audio Visual Technology;
- Knowledge of Audio-Visual technologies in a heavily regulated environment;
- Knowledge of Audio-Visual technologies as used in a courtroom environment, such as cameras, recording equipment, streaming, directors' systems, and presentation aids, E.g. Crestron, EVS, Brahler, Dante, Poly;
- Capacity to maintain focus and concentration during long court sessions and to remain calm in unexpected and stressful situations;
- Excellent interpersonal and communication skills in English, both written and oral;

- Ability to work efficiently in a fast-paced, team-oriented environment and to produce accurate work under pressure;
- Ability to establish and maintain effective working relations as a team member in a multi-cultural and multi-national environment;
- Demonstrated gender awareness and sensitivity, ability to promote an inclusive working environment and integrate a gender perspective into tasks and responsibilities.

Desirable

- Knowledge of Audio-Visual technologies in a courtroom environment;
- International experience, particularly in an international organization or a hybrid court system;
- Knowledge of the functioning of the EU, EU agencies and missions;

Good understanding of the political, cultural and security situation of the Balkans, in particular Kosovo.