



Culturespaces, an organisation that employs 400 employees and which specialises in the management of historical monuments and museums, and the creation and management of digital art centres www.culturespaces.com, is seeking a candidate for the following position at its new venue, Phoenix des Lumières:

Deputy Audio-Visual Manager (m/w/d)

Phoenix des Lumières will open its doors in October 2022 in Dortmund, in the Phoenix Halle, a former gas plant part of the famous Phoenix West blast furnace. Located in the core of Phoenix West area, five minutes away from the Phoenix See and 15 minutes away from Dortmund city center, Phoenix des Lumières will use unique cutting-edge technology to create immersive exhibitions devoted to some of the most famous artists in the history of art. The exhibitions will be designed to complement the unique architecture of the venue, with its 13-metre-high walls and 3000-m²-surface area.

Responsibilities

Working under the supervision of and in coordination with the Audio-visual Manager, you will be responsible for the setting up and operation of the audio-visual equipment (conception and optimisation of the systems and general architecture of the networks; recommendations, installation, and maintenance of the equipment).

You will perform the following tasks:

- **Ensure the correct programming of the venue's exhibitions:**
 - Ensure the technical and logistical preparation of the exhibitions on the different sites;
 - Open the venue to the public and launch the diffusion of the exhibitions, after verifying the audio-visual, computerised, and technical installations;
 - Close the venue and turn off audio-visual, computerised, and technical installations;
 - Diagnose any dysfunctions and implement technical solutions, during shows and outside public open hours;
 - Help to maintain the cleanliness of the sites, the tour itinerary, and the shared areas that are out of bounds to the public;
 - Manage the deliveries of audio-visual equipment (reception, verification, handling, and storage).

- **Maintain the entire venue:**
 - Ensure and monitor the correct functioning of the equipment and installations on the sites: manage servicing operations, installations, maintenance, and repairs of all kinds on the sites, while complying with the regulations in force concerning safety and meeting deadlines for the completion of work (changing lamps, cleaning and adjusting projectors, repairing and configuring computer servers, adjusting diffusion settings, etc.);
 - Ensure regulatory monitoring and suggest technical improvements;
 - Liaise with external service providers and workers;
 - Monitor any interventions and draw up the external service providers' intervention plans.

➤ **Participate in the installation of the venue's exhibitions:**

- Prepare personalised exhibition events (audio, video, and photo processing, encoding, and montage, etc.);
- Help the sales representatives to find technical solutions for our clients, as well as assessing the human and material resources;
- Prepare the computer encoding of the annual exhibitions (long and short exhibitions) in collaboration with the production teams.

Requirements

The successful candidate will at least hold a Bachelor's Degree in the audio-visual field and will have previous experience in a similar post.

You have extensive experience in managing events, team management, and project management.

You will be familiar with audio-visual and multimedia equipment, audio-visual techniques, and health and safety regulations.

You will be proficient in the use of the Windows and MacOS operating systems. You will have some knowledge of electronics and computers (hardware and software), and be familiar with video montage software, such as: *PremierPro*, *FinalCut*, *Avid*, and *AfterEffect*, and some familiarity with *Photoshop* software would be a distinct advantage.

You are familiar with the techniques of video projection and mapping, and you have some knowledge of network administration.

Some familiarity with audio equipment would be appreciated, as well as experience in the specialisation of stage lighting, and lighting control software (*Sunlite*, etc.).

You will have excellent interpersonal and communication skills, are autonomous, and are very reliable and reactive. An interest in or knowledge of the cultural heritage market and cultural tourism would be a distinct advantage.

The ideal candidate is fluent in German, English.

Contract: Permanent contract

To apply for this job, please send your CV and letter of motivation by email to luca.czakanski@phoenix-lumieres.com