



(CREATING AN ENVIRONMENT FOR INSPIRING HUMAN POTENTIAL)



POSITION | IT/AV TECHNICIAN

POSITION DESCRIPTION

The IT/AV Technician (Information Technology/Audio Visual) plays a crucial role in providing a reliable secure IT/AV environment. The IT/AV Technician assists team members, clients, and vendors with all technical needs. They provide IT/AV support and quality customer service for client events, JUMP programs, JUMP events, and activities throughout the JUMP building and park. They provide helpdesk support to employees as well as assist in projects and upgrades.

By providing technical support and ensuring dependable and up to date technology and infrastructure, the IT/AV Coordinator directly contributes to the ability for JUMP to provide successful community events that align with the JUMP mission.

DUTIES AND RESPONSIBILITIES

- Provide IT/AV support and technical troubleshooting for employees and events.
- Monitor infrastructure and network systems.
- Assist in hardware and software installations.
- Troubleshoot, diagnose, and resolve technical problems.
- Coordinate with external vendors and the internal team to perform maintenance and installation of new hardware and software.
- Train end users in IT/AV procedures.
- Collaborate with Senior Managers to ensure event, studio and building management systems needs are being met.
- Provide live production of AV needs for events.
- Conduct regular IT/AV inventory to ensure adequate equipment is available and working properly.

REQUIRED QUALIFICATIONS

- Knowledge of IT best practices, policies, and regulations.
- Understanding of computer science and digital security.
- Great organizational skills.
- Excellent customer service and people skills.
- Excellent attention to detail.
- Experience with IT/AV equipment.
- Ability to work nights and weekends.

- Ability to climb tall ladders, willing to become certified on the scissor lift (as well as other equipment), and be on your feet for full shifts.
- Positive attitude and eager to JUMP in and lend a helping hand.
- Enjoys a dynamic, creative work environment where collaboration thrives and crazy ideas are encouraged.

PREFERRED QUALIFICATIONS

- Bachelor's degree in a related field of study.
- Experience in or knowledge of non-profit organization.
- CompTIA A+ Certification (Or equivalent).

WORKING AT JUMP

JUMP is a creative community center and a place for inspiring human potential, and that extends to our team! Our team is filled with creative, supportive, passionate individuals that value every contribution and encourage every team member to participate in the creativity, community, and fun! We are a small but mighty team—every contribution is vital to the success of our mission. Together we can make an impact in our incredible community!

DISCLAIMER | Jack's Urban Meeting Place (JUMP) is a nonprofit interactive creative center dedicated to inspiring human potential through creativity, education, and community building. Located in downtown Boise, JUMP serves as a vibrant hub for collaboration, offering workshops, performances, and exhibitions that celebrate the human spirit. With a focus on respect, engagement, courage, and connection, our 3-acre park and diverse studios provide unique spaces for exploration and innovation, inviting everyone to discover new possibilities. Inspired by the legacy of J.R. Simplot, JUMP showcases vintage tractors as symbols of ingenuity, fostering a dynamic ecosystem where individuals and organizations can unlock their potential and enrich our community.

JUMP LLC is owned and funded 100% by the J R Simplot Foundation, which is a 501(c) (3) exempt private foundation. The job description listed above has been written to indicate the overall nature, essential duties, and responsibilities of the work to be performed. It may not contain a comprehensive record of all duties, responsibilities, and qualifications required as it is highly likely the job structure will evolve.

TO APPLY | Please submit a current resume and cover letter along with a completed JUMP application (located on our website at JUMPBoise.org <http://jumpboise.org/careers>) to careers@jumpboise.org with the position title in the subject line or by mail to 1000 West Myrtle Street, Boise, Idaho 83702. Resumes without a completed application may not be reviewed for employment. If you have any questions, please e-mail us at careers@jumpboise.org.