



MOUNT MADONNA

445 Summit Road, Watsonville, CA 95076 · (408) 847-0406 · www.mountmadonna.org

AUDIO VISUAL SUPPORT ASSISTANT

Experience creative self-expression and rich connections in an environment where heart and meaning are a part of everyday life! Mount Madonna is offering a unique opportunity for an inspired and motivated individual interested in serving within a renowned retreat center and multigenerational intentional yoga community situated on 380 acres of beautiful redwoods, rolling meadows, and scenic vistas overlooking the Monterey Bay.

Mount Madonna is a center for learning that offers practices for living for the sincere seekers, thought leaders, retreat goers, teachers and students who desire an experience at the source. Since 1978, we have been honored to host both luminaries and practitioners in spiritual and religious traditions, artistic endeavors, social justice, and conscious business, among many others. Our residential community of practice and related activities have been inspired by the yoga teachings and example of master yogi Baba Hari Dass.

Mount Madonna is committed to diversity, equity, inclusion, and belonging and strives to create a culture that empowers and supports individuals to bring their full and authentic self to the workplace.

We look forward to hearing from you!

TITLE: Audio Visual Support Assistant

POSITION TYPE: Part -time, Temporary: 2-8 hours/day (15-20 hrs/week during Mount Madonna sponsored retreats. On call after that as needed and requested by Mount Madonna and agreed to by the employee hired for this position.

LOCATION: Mount Madonna Center - 445 Summit Road, Watsonville, CA 95076

RATE OF PAY: \$20.00 - \$30.00 per hour, depending on experience

REPORTS TO: Operations Manager or other assigned person depending on the need/event

WORK ARRANGEMENT: Daily commute

POSITION SUMMARY: The Audio Visual Support Assistant will assist with audio visual equipment and its use for the Mount Madonna New Year's Yoga Retreat and other events, programs, and retreats in the future, if needed. A/V needs can range from a single presenter who needs one or two mics to hybrid programs with back-to-back virtual sessions. Some events require actively running the A/V system during the session, while others involve setting up and handing over the responsibility to others. The ideal candidate enjoys hands-on technical troubleshooting, as well as clear communication with guests, presenters, and other team members.

CORE RESPONSIBILITIES:

- Manage, setup and run A/V equipment for retreat and event facilitation including audio and video interfaces for the two cameras and multiple microphones in the Conference Center and Community Building for live hybrid presentations.
- Making sure sound quality in the room and online are both good.
- Remote running of cameras with zoom and panning to create an interesting remote experience for participants.
- Communication with presenters and musicians during events to try to support their program as best as possible, including showing up to events early enough to provide quality A/V at the start of the program.
- Attentiveness to presenters and musicians needs throughout the presentation
- Troubleshoot A/V equipment issues during programs; collaborate with the IT team.
- Maintain a running inventory of A/V equipment and maintain an organized storage system; repair or replace damaged equipment.

QUALIFICATIONS & SKILLS:

- Working familiarity with sound boards, Zoom, audio and video interfaces and cameras
 - “Good ear”; attentiveness for mixing sound (e.g. catching feedback before it happens, adjusting EQ’s, anticipating presenters’ needs and adjusting sound/video accordingly).
 - Professional demeanor when interacting with guests and retreat leaders; excellent written and oral communication skills.
 - Strong organizational skills; ability to prioritize and multitask.
 - Capacity to learn and apply new technologies.
 - Self-directed with a willingness to manage projects with limited oversight.
 - Physical capacity to lift, transport, and install equipment safely.
 - Experience running soundboards with both wireless and wired mics, lapels, and headsets preferred.
 - Experience with all aspects of Audio Visual architecture and technologies including: RMX, Zoom, and Web Conferencing preferred.
-

BENEFITS:

- 40 hours of sick time per year
- Employee Sponsored Retirement Savings Plan after 3 months of employment
- Employees who commute receive one meal per day while working onsite, and reduced overnight accommodations when work-related
- Reduced rates on massage
- Access to:
 - Meditation, asana (postures), and yoga philosophy classes
 - Walking/hiking trails with broad vistas, redwood forests, ponds and wildlife
 - Seasonal retreats and programs
 - Community events
 - Cafe and bookstore
 - Community garden and chickens
 - Hot tub

APPLICATION: Send your resume and cover letter to work@mountmadonna.org

The Hanuman Fellowship dba Mount Madonna Center maintains a policy of providing equal opportunity in all aspects of employment. It is the policy of Hanuman Fellowship to ensure:

a) Equal employment opportunity for all persons regardless of race, color, religion, age, disability, national origin, creed, gender, gender identity, sexual orientation or any other non-merit factor.

b) Equal treatment, including but not limited to recruitment, hiring, promotion, discipline, compensation, assignment, benefits, training, furloughs and rehiring.