

JOB DESCRIPTION

LEAD AUDIOVISUAL TECHNICIAN

The use of masculine gender is for ease of reading and is not intended to be discriminatory.

Location: Vancouver, British Columbia (BC)
Organization Type: Non-profit association with charitable status
Job Type: Full time (40 hours per week) / Permanent position
Language Requirements: English and French
Posting Closes: December 15, 2025

About the Alliance Française:

The **Alliance Française Canada Pacific (AFCP)** is a Canadian non-profit association with two branches in British Columbia: one in Vancouver (head office) and one in Victoria. The position is for [our new building](#) in Vancouver where we program every year a wide variety of [cultural events](#).

Our Mission:

- To offer French language education programs for all ages and levels
- To promote local and international Francophone cultures through cultural spaces and professional cultural events
- To provide a welcoming space for community gatherings

Our values:

- Enriching human experience and understanding through bilingualism and intercultural exchange
- Promoting the French language and Francophone cultures, which hold a special place in Canada
- Striving for excellence in education
- Creating multicultural and friendly experiences to bring the community together

About the position:

Under the supervision of the Cultural manager and the Executive Director, you will be responsible for:

Audio / Stage

- FOH mixing (ability to mix a 5-piece band on stage).
- Stage setup according to the stage plot and artist or client requirements.
- Microphone and audio equipment setup based on audio specifications, artist, and client needs.
- Strike and stage cleaning after events.
- Multitrack audio recording when required.
- Sending audio recordings to artists/clients.
- Maintenance of audio equipment.

Lighting

- Lighting control during the show.
- Lighting setup according to artist needs, client requirements, or stage plot.
- Focus and cue programming.
- Maintenance of lighting equipment.

Video Control and playback

- Video recording when required.
- Sending video recordings to artists/clients.
- Maintenance of video equipment.
- Knowledge of hybrid events (Zoom, Teams, OBS Studio).
- Camera setup and recording.
- Knowledge of video switchers.

Miscellaneous

- Technical preparation prior to the event: reading and analyzing the technical rider and stage plot; preparation according to technical needs and venue capabilities.
- Equipment rentals (backline, audio equipment, scenery, lights, etc.) within the allocated budget.
- Artist liaison.
- Technical advisory and consultation for future events in the theatre.
- General theatre maintenance, inventory management, and procurement of new equipment.
- Any other tasks requested by management.

Profile and required skills:

Technical Skills

- Proficiency in computer tools (Word, Excel, PowerPoint) and Google Suite.
- VLC and Playback Pro.
- Knowledge of PC and Apple systems.

Personal Skills

- Excellent level of English and B2 level in French.
- Strong interpersonal skills in an intercultural environment.
- Rigor and organizational/planning abilities.
- Autonomy, responsibility, and decision-making skills.
- Team-oriented, with strong listening and analytical abilities.
- At least 1 year experience in a similar position.

Interpersonal Skills

- Experience in managing cultural spaces (gallery, theater, cinema, cultural center).
- Proactivity and autonomy in work.
- Ability to make proposals and take initiative.
- Dynamism, availability, and adaptability.
- Knowledge of design platforms and software (Photoshop).
- Video editing skills (Final Cut Pro & Adobe Premiere).

Compensation and Benefits:

Salary Range: \$55,000 to \$60,000 CAD annually

The base salary offered within this range is determined by several factors, such as job-related skills, education, and relevant experience. Please note that new employees at AFCP are typically hired in the lower half of the range to promote internal equity and allow room for growth for those who thrive in their roles. The above range reflects base salary only and does not include our bonus program or benefits package.

Other Compensation Components:

- 20 days of accrued leave in addition to other paid holidays
- Health benefits (Employer contribution to a flex health benefit plan)
- Defined contribution pension plan
- Discretionary bonus
- Flexible work options
- Support for professional growth (learning and development opportunities, mentorship, etc.)
- Free or discounted access to AFCP events and services

How to apply:

Send your resume and cover letter to: officemanager@alliancefrancaise.ca

Alliance Française Canada Pacific is an equal opportunity employer and welcomes applicants from all backgrounds. We thank all applicants for their interest in Alliance Française Canada Pacific; however, only those selected for an interview will be contacted.

Join our team and help us promote the beauty of the cultural diversity in BC!