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Mesilla Valley Film Society Head Projectionist Job Description

The Mesilla Valley Film Society is accepting applications for the position of Head Projectionist at the Fountain Theatre in Mesilla NM. This is a part-time, independent contractor position.

Responsibilities include, but are not limited to:

- ♦ Ingest and schedule feature films and film trailers;
- ♦ Oversee the operation and routine maintenance of projector and audio equipment;
- ♦ Train and schedule projection volunteers;
- ♦ Perform routine repairs and parts replacement on projector and audio equipment
- ♦ Perform miscellaneous equipment upkeep, such as microphones, assisted listening devices, etc.
- ♦ Interact with board liaison on a regular basis and keep them informed about all issues related to the projection booth.

Desired Qualifications:

- ♦ Above average IT skills (including administrator-level knowledge of Windows 10 and 11, Linux-based operating systems, and IPv4 local area networking);
- ♦ A basic to intermediate knowledge of electronics;
- ♦ A basic to intermediate knowledge of audio engineering;
- ♦ Reliable and punctual; able to work well under pressure.

Salary:

- ♦ This is a part time position, with a starting salary range of at least \$15/hour, depending on experience and skill level at the time of hire.

Submit completed application (next page) via [email](#), snail mail, or delivery to the Fountain Theatre.

MESILLA VALLEY FILM SOCIETY
HEAD PROJECTIONIST
APPLICATION

NAME

ADDRESS

EMAIL ADDRESS

PHONE

PREVIOUS RELATED EXPERIENCE

REFERENCES

WHAT HOURS WOULD YOU BE
AVAILABLE TO WORK?

WHY ARE YOU A GOOD
CANDIDATE FOR THIS POSITION?
