



Creating a world of better opportunities

Job description

Broadcast Engineer

Hybrid - IET London: Savoy Place

Permanent

Grade 9

Full Time - 35 Hours per Week

Reports to: Video Services Manager

Where the role fits

This role is part of the Operations Team, that is responsible for the operational delivery of all products and services, across all customer groups and geographies.

The role of the Operations team is to define and deliver the operational strategy that enables the delivery of high-quality, cost-effective services, providing input into the product roadmap, with the Portfolio and Product Management team (PPM) and the Engagement and Growth team (E&G).

The Operations team are responsible for driving continuous improvement of processes, workflows, solutions and services, making use of advances in technology, whilst effectively managing outsourced services, to deliver efficient and effective continuous process improvements that minimises cost and risk to organisation as a whole

Purpose of the role

The Broadcast Engineer is responsible for ensuring the technical quality and reliability of IET Video Services live and recorded events across both in-house and off-site locations. This role involves setting up, operating, and maintaining AV equipment to deliver seamless broadcasts. The Broadcast Engineer collaborates with clients and team members to understand event requirements and manages the integration of virtual platforms for live and hybrid events. Key responsibilities include monitoring live streams, troubleshooting technical issues on-site, supporting third-party operators, and securing recorded content through regular backups. The Broadcast Engineer also performs editing, prepares footage for further processing, and contributes to ongoing improvements in streaming and encoding practices, ensuring IET Video Services' content is delivered to the highest standard.

Our five behaviours

Created by our people – for our people; our behaviours underpin much of what we do and reinforce the type of organisation we want to be. They're an integral part of how our performance is managed and how we recognise great work, and map across our learning and development offering too.

You will seek to bring our behaviours to life in all that you do:

- **Include everyone**
- **Do your very best**
- **Take full ownership**
- **Work well with others**
- **Openly communicate**

Main duties and responsibilities (not necessarily in priority order)

- Ensure the successful setup and execution of IET Video Service events across both in-house and off-site locations, including rehearsals and live broadcasts, and collaborate with colleagues and third-party operations to ensure high equality event production.
- Liaise with clients before and during events to understand their needs, address technical requirements, and facilitate smooth event delivery.
- Operate AV equipment, including broadcast and PTZ robotic cameras, audio systems, lighting, vision mixers, and streaming units, following initial training.
- Set up and manage virtual meeting platforms such Zoom, Teams, and Skype TX, including assigning IP addresses over different networks for video and control, ensuring seamless integration for live events.
- Manage audio and video feeds, slide synchronisation, and any other interactive client elements as and when required.
- Resolve technical issues on-site, including hardware, internet connectivity, and operator errors, to maintain quality and continuity throughout events.
- Monitor and guide third-party operators, ensuring they meet performance standards and operate IET Video Services equipment correctly.
- Test and continuously monitor live streams to ensure reliable, high-quality broadcasts.

- Record ISO feeds during events, and provide clients with requested footage as needed.
- Back up recorded footage from encoding machines to NAS systems to secure content and prevent data loss.
- Conduct edits on recorded material, preparing it for further processing by IET Video Services editing team.
- Recommend and assist with continuous improvement initiatives, including the installation of new equipment or technologies, to improve IET Video Services' operational efficiency as well as streaming and encoding practices.
- Any other duties as are reasonable as per the skill and experience of the post-holder.

The following generic responsibilities would also apply to the role. Specific responsibilities will vary depending on the department and level of seniority.

- **Deliver operational excellence:** You'll be responsible for the efficient and effective execution of day-to-day tasks and projects, ensuring they align with organisational goals.
- **Collaborate for success:** You'll work closely with colleagues across departments, fostering open communication and a collaborative environment to achieve shared objectives as a One IET team.
- **Support continuous improvement:** You'll actively participate in identifying areas for improvement and implementing solutions to enhance efficiency and effectiveness within your area.
- **Develop and motivate teams:** For manager roles, you'll be responsible for coaching, motivating, and facilitating the learning and development your team to achieve their full potential, fostering a positive and inclusive work environment.
- **Enhance team strengths:** You'll support your team in understanding and using their individual strengths to improve productivity and engagement, ensuring everyone can contribute effectively.

Skills and experience required

- Demonstrable experience operating professional AV equipment, including vision mixers (Vizrt NewTek TriCaster experience preferred), broadcast and PTZ robotic cameras, lighting and audio systems.
- Proven experience of live vision mixing and delivering live streaming events.
- Good working knowledge of streaming technologies and protocols, including RTMP, WebRTC, SRT, TCP/IP, HTTP, NDI and FTP, as well as networking and assigning IP addresses.
- Proficiency in Adobe Creative Suite, particularly Premiere Pro and Photoshop.
- Ability to diagnose and resolve technical issues in live event environments and provide remote technical support where required.
- Up-to-date knowledge of current and emerging AV technologies and industry best practice.
- Strong communication and stakeholder management skills, with the ability to build effective relationships with customers, colleagues and external partners.
- Willingness to work out of hours, travel, and adapt to the needs of live events, maintaining a professional and customer-focused approach.

The following generic skills and experiences would also apply to the role. Specific requirements may vary depending on the department and level of seniority.

- **Leadership and motivation:** Where required, experience in a role is demonstrating strong leadership, motivational abilities, and the ability to delegate effectively.
- **Collaborative communication:** You'll possess excellent written and verbal communication skills with a focus on active listening, clear communication, and building strong relationships with colleagues.
- **Strong organisational and time management:** You'll demonstrate excellent organisational skills with the ability to prioritise effectively, manage your workload to meet deadlines consistently, and ensure project deliverables are achieved on time and within budget.
- **Technical and operational expertise:** You'll possess a strong understanding of the relevant technical or operational area, coupled with a strategic mindset and problem-solving skills to identify and implement solutions to ensure smooth delivery.
- **Teamwork and independent work:** You'll be a strong team player with the ability to work independently and take initiative when required.
- **Promoting a positive and inclusive work environment:** You'll be passionate about creating a positive and inclusive work environment where diversity is celebrated, teamwork is valued, and collaboration thrives.

- **Proficiency in IT tools:** You'll be proficient in Microsoft Office applications and demonstrate a willingness to learn and use any applicable support systems, including CRMs and databases.

Document control

<i>Authorised by</i>	<i>Job Title</i>	<i>Date</i>
<i>Head of Department / Team</i>	<i>JS, Video Services Manager</i>	<i>09/2026</i>
<i>Strategic People Partner</i>	<i>GB, TARM</i>	<i>09/2026</i>

This job description is not intended to include specific tasks, temporary activities or projects but aims to describe the overall purpose and outputs for the role and may be subject to change. Using this role profile, specific success objectives will be part of the ongoing performance conversations with your manager throughout the year.

It's the expectation that you will understand and keep up-to-date with all IET mandatory policies and appropriate training, including data protection and data handling, as well as current Health and Safety policies.