



Ollscoil Mhá Nuad Maynooth University

Department of Media Studies Technical Officer, Media Studies Technician (Permanent)

The Role

Maynooth University is committed to a strategy in which the primary University goals of excellent research and scholarship and outstanding education are interlinked and equally valued.

The Media Studies Technician will report to the Head of Department and support the Senior University Tutor and Lecturers in the delivery of teaching, learning, and technical practice across the department. The role requires experience supporting educational environments and a strong, cross-disciplinary skillset spanning audiovisual (AV) and digital technologies, alongside a solid understanding of IT systems and teaching software. They will support the delivery of modules such as Short Film; Documentary; Radio Production and TV Studio, including assisting in the supervision and delivery of final year student projects. The postholder will manage equipment, facilities, and technical resources, provide inductions and training, and collaborate closely with academic staff and students to support module delivery and creative projects. They will have operational responsibilities for the Media Lab – an equipment stores and space for staff and researcher audiovisual practice. They will also liaise with the University's IT Services (ITS) to ensure effective integration, maintenance, and support of digital systems and infrastructure. In addition, the role will contribute to future-proofing the department's technological provision by proactively identifying emerging technologies and supporting strategic development of media facilities and resources. The postholder is central to ensuring all media technologies, labs, and specialist spaces are fully operational, innovative, and effectively utilised.



Principal Duties

- Liaise with academic staff to understand and support the technical requirements of modules and teaching activities.
- Support teaching across digital and audio-visual practice (e.g. camera, lighting, sound, edit), enabling high-quality teaching and learning experiences.
- Advise students on the technical aspects of their projects, including digital production workflows, media tools, and relevant software and hardware.
- Manage and maintain departmental studios, computer labs, and specialist media spaces, ensuring safe, effective, and high-quality environments.
- Oversee equipment and facility bookings, maintaining accurate inventories and efficient tracking and loan systems.
- Provide technical support for classroom teaching, including setup, troubleshooting, and operation of computer and AV systems.
- Deliver inductions and training sessions for students and staff on the safe and effective use of media equipment and facilities.
- Work closely with the University's IT Services (ITS) to coordinate support, maintenance, and upgrades of hardware, software, and networked systems.
- Maintain AV equipment, digital technologies, and associated software such as the open source solutions and Adobe Creative Cloud.
- Ensure specialised hardware and software in labs (particularly Mac-based systems) are fully functional and up to date.
- Act as a key point of contact for the Media Lab (in collaboration with the Library), including scheduling and delivering inductions, conducting equipment checks, and responding to user queries.
- Support the management of AV and digital infrastructure to ensure reliability, accessibility, and best practice usage.
- Identify and recommend emerging technologies to support innovation and future-proof departmental teaching, learning, and media resources in line with industry standards.

The ideal candidate will have:

Essential

- Bachelors Degree in related field such as Media Production; Computer Science; Digital Media.
- 3 years of experience in an educational or learning environment and/or industry experience in Audiovisual and/or Digital Media.
- Interpersonal competence in working with learners with a variety of abilities, skills and needs.
- Knowledge of and competence in emerging technologies and innovations in Audiovisual and/or Digital Media.
- Strong administrative and organisational skills, and experience of administrative management of workflows and processes.



- Problem solving and technical support skills.

Desirable

- Experience as a technician/Technical Officer in a university context.
- Experience delivering training and inductions.

Faculty and Research Institutes

The Faculty of Arts & Humanities comprises the Departments of Media Studies, English, History, Philosophy, Ancient Classics and Music. It is also home to the School of Celtic Studies and the School of Modern Language, Literatures and Cultures. The role of the Faculty is to co-ordinate the academic activities of individual departments, to oversee the strategic development of departments and to support interdepartmental programmes. The University has also developed a number of interdisciplinary institutes to support excellent research and to build research capacity across disciplines including the Arts & Humanities Research Institute.

Department

The Department of Media Studies has 11.5 members of staff and offers undergraduate and postgraduate degrees including BA Media Studies; BA Arts (Media, Film & Cultural Studies); and an MA in Critical and Creative Media. Teaching generally includes core modules on 'introduction to media and cultural studies'; 'media and cultural theory'; and 'media and cultural industries and work'. Practical teaching includes documentary filmmaking, short film, digital content creation, TV Studio production, short filmmaking, interactive storytelling and introduction to screen design. Staff also deliver optional modules based on their research specialisations such as History of Documentary; Authorship in Film and Television; Podcasting; and Media and Gender. The Department's research strengths are in media histories; creative industries; digital arts practice; and the relationship between media and identity. The Department has a strong track record of publication and success in attracting research funding.

The University





Maynooth University is a very distinctive university, a collegial institution focused on science and engineering, humanities, and social sciences, and equally committed to research, teaching and community engagement. Located in Ireland's only university town, its distinctive features and character owe much to its unique history and heritage. It provides a high-quality educational experience to over 17,000 students on a campus with 18th century roots and 21st century dynamism.

Maynooth University is a place of lively contrasts – a modern institution, dynamic, rapidly-growing, research-led and engaged, yet grounded in historic academic strengths and scholarly traditions. We offer a range of programmes at undergraduate, postgraduate and doctoral level in the humanities, science and engineering and social sciences, including business, law and education, along with a range of international programmes and partnerships.

The strategic trajectory and accomplishments of Maynooth University, since its establishment as an autonomous public university, are exceptional and a source of great pride to the university community, staff, students and alumni. Maynooth University ranked in the top 90 global Times Higher Education (THE) Young University rankings in 2024. Maynooth University's growing global reputation is based on the originality, quality, importance and impact of its research and scholarship, commitment to teaching and learning, the quality of academic programmes, and its leadership in widening participation in higher education. The sources of success are the dedication of its staff and the energy and engagement of its students.

Maynooth University's Values

Our values define who we are, what we believe in and how we act as a community. They underpin our future success and guide our expectations of ourselves and each other. Our values apply to everyone in the University community:

- Integrity
- Collegiality
- Responsibility
- Freedom of expression
- Ambition



Maynooth University Strategic Plan 2023 – 2028

The University's Strategic Plan 2023 - 2028 builds on our rich academic history and strong foundations to set out an ambitious and forward-looking path for the future of our University. This roadmap underscores our commitment to adapt to a changing world while staying true to our values. Our vision is to be a university of excellence, opportunity and impact, having a significant stake in all three. For more information about Maynooth University's future direction, please visit: <https://strategy.maynoothuniversity.ie/>

Plean Straitéiseach Ollscoil Mhá Nuad 2023 - 2028

Tógann Plean Straitéiseach na hOllscoile 2023 - 2028 ar ár stair acadúil shaibhir agus ar ár mbunchlocha láidre chun conair uailmhianach agus cheannródaíoch a leagadh amach do thodhchaí ár nOllscoile. Soiléiríonn an treochlár seo ár dtiomantas do dhul i dtiaithí ar dhomhan atá ag síorathrú agus ár ngníomhaíochtaí a chur in oiriúint dó, agus san am céanna a bheith dílis dár luachanna Ollscoile. Is í an fhís atá againn a bheith mar ollscoil feabhais, deiseanna agus tionchair, agus lámh láidir a bheith againn i ngach ceann de na trí ghné seo.

Léigh anseo le haghaidh breis eolais faoi thodhchaí Ollscoil Mhá Nuad: <https://strategy.maynoothuniversity.ie/?lang=ga>

Our Strategic Plan sets out an ambition to be an excellent place to learn and work, and an inclusive community where students and staff can flourish and make a distinctive contribution to the national system of higher education and the public good. Achieving this requires staff to have a strong sense of connection to the University and support from colleagues. We recognise that our people are our greatest resource and actively seeks to attract, develop, and retain a talented workforce by creating a positive and welcoming University environment. As well as offering a competitive salary, access to a public sector pension scheme, and annual leave allowance, the University also provides other facilities and benefits including, but not limited to:

- Family-friendly leave schemes
- Tax Saver travel scheme and Cycle to Work scheme
- On-campus crèche
- On-campus restaurants and coffee shops
- Employee Assistance Programme
- Health and Well-Being programmes
- Education support opportunities
- Continuous Professional Development opportunities, including leadership programmes, mentoring, Aurora programme.
- Study and Exam leave



- Sports facilities and gym

To learn more about being part of the Maynooth University team, please visit our website at <https://www.maynoothuniversity.ie/human-resources/come-work-with-us>

Selection and Appointment

- Only shortlisted candidates will be invited to attend for interview;
- It is anticipated that interviews will be held during the week of the 24th of August 2026.
- The appointment is expected to be effective from mid-October 2026

Equality and Diversity

Maynooth University actively works to ensure equality, celebrate the diversity of our community, and promote inclusion. To learn more about our commitment to Equality and Diversity, please read the Maynooth University [Equality and Diversity Policy / Polasaí Comhionannais agus Éagsúlachta](#), our policy on the [Employment of People with Disabilities](#), and our [Race and Equality action plans](#). We aim to reflect the diversity of the community we serve and welcome applications from all individuals across our society.

Maynooth University is an equal opportunities employer and is committed to supporting applicants to enable their full participation in the recruitment process. Applicants are invited to disclose a disability during the recruitment process to ensure adequate measures are in place to enable their full participation.

Terms and Conditions

Tenure	This is a full-time, permanent post.
Salary	Technical Officer (2026): €48,095 – € 62,938 p.a. (7 points) Appointments will be made in accordance with public sector pay provisions.
Hours of work	A 37.5 hour working week is in operation in respect of full-time positions (pro-rated for part-time positions). This can be reviewed or adjusted from time to time through national agreements.
Location	The place of work is the campus of Maynooth University, Maynooth, Co. Kildare.



Annual Leave	<p>Annual leave and public holidays are provided for in the University policy: https://www.maynoothuniversity.ie/human-resources/policies/annual-leave-policy</p> <p>Annual leave will be allocated on a pro-rata basis for part-time and temporary positions.</p>
University policies and schemes	<p>Employees of the University will be subject to the terms of the University policies and schemes, available on the University website at:</p> <p>https://www.maynoothuniversity.ie/university-policies</p> <p>https://www.maynoothuniversity.ie/human-resources/policies</p>
Pension	<p>This is a pensionable post. Employees of the University will enter into a public sector pension scheme, and as such, applicants must ensure they are eligible to become a member of a public sector pension scheme for the duration of the appointment. Details of the public sector pension schemes are available at: https://www.maynoothuniversity.ie/human-resources/pension-information</p>
Eligibility	<p>Applications from non-EEA citizens are welcomed. Applicants should note that eligibility is determined by the Department of Enterprise, Trade and Employment. Further information regarding eligibility is available at: https://enterprise.gov.ie/en/what-we-do/workplace-and-skills/employment-permits/employment-permit-eligibility/</p> <p>Non-EEA applicants are responsible for ensuring they can secure a visa to travel to Ireland. Any offer of employment is conditional on applicants securing the appropriate employment permissions.</p> <p>Former Irish Public Service employees - Certain Restrictions on Eligibility</p> <p>Eligibility of applicants formerly employed by an Irish Public Sector body, and who availed of an Irish Public Service Redundancy or Incentivised Retirement Scheme under the Schemes below, may be affected:</p> <ul style="list-style-type: none"> • Collective Agreement: Redundancy Payments to Public Servants • Incentivised Scheme for Early Retirement (ISER) • Department of Health and Children Circular (7/2010) • Department of Environment, Community & Local Government (Circular Letter LG(P) 06/2013)



	Applicants should ensure that they are eligible to be re-engaged in the Irish Public Service under the terms of such Schemes. Applicants should address queries with their former Irish Public Sector employer.
Garda vetting	Garda vetting or clearance may be required by the University.
Medical	The University may require a medical examination as a condition of employment.

Data Protection

Applications to the University will be treated in accordance with the University Data Protection Policies. For information on the University's Data Protection Policies and Privacy Notice, please see our website: <https://www.maynoothuniversity.ie/data-protection>

Application Procedure

Closing Date:

23:30hrs (local Irish time) on **Sunday, 26th of July 2026.**

Please note all applications must be made via our **Online Recruitment Portal** at the following link:

<https://www.maynoothuniversity.ie/human-resources/vacancies>

Please note, the cover letter should be a maximum 2 pages and CV a maximum of 4 pages.

Applications must be submitted by the closing date and time specified above. Any applications which are still in progress at the closing time on the specified closing date will be cancelled automatically by the system.

Late applications will not be accepted.

Maynooth University is an equal opportunities employer

The position is subject to the Statutes of the University

