

## ATESL 2022 Conference

### Tech Support

Responsibilities of this role include:

- Attend Pheedloop training sessions and become familiar with the Pheedloop platform and its different features
- Train in simple troubleshooting
- Participate in run-through sessions and get acquainted with presenters at least a week before the conference
- During the conference: Introduce presenters, announce recording, time keeping, and facilitating Q&A
- Help with audio/video/sessions support
- Liaise with IT support or contact Pheedloop support if initial troubleshooting fails

Tech Support will ideally have used the Pheedloop platform. They should have excellent communication and problem-solving skills, be flexible and be comfortable with using technology (Zoom, Pheedloop, Google suite, etc).

This role requires most work leading up to and during the conference, in September and October.