

**MARYLAND GENERAL ASSEMBLY  
DEPARTMENT OF LEGISLATIVE SERVICES  
RECRUITMENT NOTICE**

**Position:** AV Manager  
Information Office (ITO)  
Office of Operations and Support Services (OOSS)

**Salary:** \$125,000 - \$145,000 based on experience and qualifications.

**Application Deadline:** May 29<sup>th</sup>, 2026

**Team Member Benefits:** [Click Here to Learn More](#)

**Location:** Annapolis, MD

**Remote Availability:** Hybrid during the interim months (May-December) must have availability to work in-person overtime hours to meet legislative schedules during Session (January-April).

**Principal Duties:**

- Serve as technical lead and oversee assigned AV staff, contractors, and vendors, responsible for coordination of daily operations and escalation of issues.
- Operate and monitor the audio and video systems in the MGA and DLS facilities, including the chambers, committee rooms, conference rooms, and public areas.
- Ensure the quality and reliability of the audio and video signals, including the sound, lighting, projection, recording, streaming, and broadcasting.
- Troubleshoot and resolve any technical issues or malfunctions that may arise during the sessions, hearings, meetings, or events.
- Maintain and update the inventory records and documentation of the audio/video equipment and software.
- Coordinate and communicate with the integrators and vendors to service, repair, update, or replace the audio and video equipment as required.
- Provide documentation, training and support to the ITO staff, MGA and DLS members, and visiting guests on the use and operation of the audio and video systems.

**Qualifications:**

- Demonstrated management or supervisor experience (3-5 years) leading technical teams and coordinating vendor managed AV operations, including planning, delegation, and escalation management required.
- Associate degree from an accredited college or university in broadcast engineering or communications technology or commensurate experience required.
- Excellent communication and customer service skills necessary to assist non-technical users with computer systems and applications.
- 2-5 years of experience working with AV networking and infrastructure preferred.
- 1-3 years of working in an enterprise Hybrid environment using Zoom and Teams required.
- Certificates earned in the use and understanding of various hardware/software applications preferred.
- CompTIA A+ and/or CompTIA Network+ certificate preferred but not required.
- Ability to lift equipment weighing 30 lbs. or more, climbing stairs and ladders, confined seating and operate hand tools for installation and repair of equipment.
- Available to work overtime as required to meet legislative deadlines.

**Preferred:**

Mediasite™ Monitor application, Mediasite™ encoders/recorders, AJA HELO encoders/recorders, Zoom conferencing software, BiAmp Tesira digital signal processors, Brahler and Sennheiser conferencing systems, Crestron DM Matrix switchers, transmitter, and receiver. DM-NVX (AVoIP) transmitters and receivers, controllers and touch panels, Crestron XiO Cloud end-point management software, assisted listening device setup, distribution, and support.

**To Apply:**

Email Resume and cover letter stating availability to start to [jobs@mga.maryland.gov](mailto:jobs@mga.maryland.gov) and include code 04-26.

*The Department of Legislative Services is an equal employment opportunity employer and will not discriminate against any employee or applicant for employment in a manner that violates law, regulation, or legislative policy.*