



ASSOCIATED STUDENTS, INC.

California State University, San Bernardino
invites applications for the position of:

Videographer

RATE OF PAY

\$12.00 per hour

7 @ GB; '85H

\$8/31#%

H5F; 9HG5FH85H

\$9#19#%

EMPLOYMENT STATUS

Paraprofessional

LOCATION

Associated Students Inc. at California State University, San Bernardino

HOURS PER WEEK

10-15 Hours per week

JOB DESCRIPTION

The ASI Videographer is tasked with capturing images of events, activities, facilities, program areas, and program participants. The positions requires an up to date understanding of video editing software and time management skills to work with strict deadlines. This position reports to the Marketing Manager and Senior Programming Associate and would be responsible for:

JOB DUTIES

- Providing videographic images of the university, ASI, ASI programs, events, activities and facilities for promoting purposes.
- Communicating professionally with coworkers and clients, over a variety of communication mediums
- Creating digital videos using standards professional videography practices.
- Capturing appropriate images to enhance the image of ASI.
- Delivering images for inclusion in ASI video library and archiving system.
- Organizing materials to ensure necessary equipment and supplies are available to ensure a smooth process in production.
- Editing videos in a timely fashion and when instructed.
- Working in a team, and independently
- Accepting constructive feedback from clients and coworkers
- Problem solving
- Willingness to learn
- Using computer software from Adobe Photoshop and iMovie.
- Performing other duties as assigned.

ELIGIBILITY

- Must be a currently enrolled CSU San Bernardino student
- Must be in good academic and judicial standing (not on probation)
- Must have a minimum GPA of 2.0
- Preferred course completion: COMM 245, COMM 335

Please attach your 3 best works (from coursework or other) along with your application. Resumes are preferred but not required