



ANNOUNCEMENT OF VACANCY

Marketing and Communications Department

POSITION: Photography and Video Manager

POSITION SUMMARY: The Photography and Video Manager oversees EMU's extensive photography and video production needs to support university's enrollment and advancement strategic goals. Collaborates and prioritizes enrollment and advancement divisions to develop content. Other responsibilities include photo gathering for general university needs, image management and storage, video production and posting, implement FERPA regulations, copyright law, and photo/video release policies, supervise student workers and other projects as assigned by the department director.

QUALIFICATIONS:

Education: Bachelor's degree with a major in digital media, photography, videography or related fields.

Experience: Proficiency in professional digital photography and photo file management required. Proficiency in video production required. Attention to detail, initiative, and project and people management experience in a multi-faceted environment required.

Special skills: Organized, efficient worker with attention to detail. Ability to juggle multiple projects and set priorities with minimal supervision. Friendly and effective communicator (verbal and written). Willingness to work occasional odd hours for photography or videography assignments. Ability to manage other photo and video staff, student's workers and freelancers. Expertise in all aspects of professional digital image and video gathering and storage. Proficiency with Adobe Creative Suite (especially Lightroom, Photoshop, Encoder and Premiere). Familiarity with Flickr and Instagram.

INQUIRIES: Application review will begin immediately. EMU reserves the right to fill this position immediately or to extend the search as circumstances may warrant. Send application, resume, and contact information for three references to:

Human Resources
Eastern Mennonite University
1200 Park Road
Harrisonburg, Virginia 22802
jobs@emu.edu
fax: 540-432-4744

Eastern Mennonite University is an equal opportunity employer, committed to enhancing diversity across the institution. Eastern Mennonite University does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, age, sexual orientation, or gender identity. EMU conducts criminal background investigations as part of the hiring process.