Program Area: Advancement & Assessment
Position: New Media Photo/Video Specialist

Mission Statement
We create engaging environments for student growth and success. We inspire healthy living by providing quality recreational and educational opportunities for the Oregon State University community.

Employee Expectations
- Know Your Stuff: Learn, model, promote and consistently enforce policies for the Department of Recreational Sports
- Communicate Like a Pro: Professionally and proactively communicate with your teammates, supervisors and administrative staff
- Stay Sharp: Maintain required certifications and attend orientation sessions, staff meetings and Director’s Retreat as directed
- Seek Solutions: Provide quality customer service to all patrons and search for a “path to yes” when possible and aligned with mission
- Deliver a Positive Experience: Maintain and promote a safe and fun environment for all participants and staff
- Engage & Grow: Participate in the On-Ramp career readiness program while developing transferable skills with a “growth mindset”

Definition and Purpose: The Advancement Team at Recreational Sports works to encourage well-being and healthy behaviors in the OSU community. Through visual displays, social media forums, and personal interaction, the team invites/welcomes all students, connects them with others who share an interest, and engages them in recreational activity.

The New Media Photo/Video Specialist is the ‘visual voice’ for all activities Recreational Sports. This student builds our community by using photos and video to capture the diverse programming and participation in Recreational Sports, as directed by the established Editorial Content Calendar.

Position Details, Duties and Responsibilities
- Video projects, as assigned
  - Film a variety of department events to ensure a comprehensive video library of activity
  - Create promotional videos for events, programs and weekly campaigns
  - Schedule multiple photo/video projects in advance to ensure timely delivery for the established Editorial Content Calendar
- Photo projects, as assigned (e.g. facility photos, member and employee portraits)
- Create media to ensure dynamic and engaging social media sites that align with the department brand
- Brainstorm messaging strategies to engage the OSU community in Rec Sports’ activities and wellness practices
- Solicit input and feedback to ensure clear, concise and accurate messaging that engages the audience and enhances the brand
- Represent the department at special campus events and information fairs
- Other duties as assigned

Minimum Requirements
- Must be a currently enrolled OSU student and/or an enrolled student in OSU’s Degree Partnership Program
- Must meet OSU student employment eligibility requirements including being degree-seeking and maintain minimum credit amounts
- First Aid, CPR/AED for the Healthcare Provider and DRS Bloodborne Pathogens certifications is required before employment begins

Preferred Work and Extracurricular Experience
- Proficiency with the following software/interface: MS Office Suite (Word, Excel, etc.); Adobe Premiere Pro
- Demonstrated competencies with social media including Instagram, Facebook, Snapchat and Twitter
- Demonstrated ability to oversee projects, which includes scheduling, filming, post-processing, delivery and archival
- Demonstrated ability to organize projects and complete tasks by required deadline(s)
- Demonstrated ability to work independently and as a team
- Demonstrate proficiency at engaging others in conversation
- Excellent oral and written communication skills
- Awareness and appreciation of individual uniqueness and diversity

Disability Accommodations: 541-737-7235
Recreational Sports | recsports.oregonstate.edu
Period of Employment: One academic year (continuing employment is contingent upon satisfactory completion of a 30 day probationary period and satisfactory job performance as evaluated by immediate supervisor). 8-10 hours per week. Early morning, late night, and weekend hours sometimes required. Summer employment is negotiable.

Compensation: Student employees are paid a wage consistent with the OSU Student Employment Pay Rate Guidelines. The Department of Recreational Sports identifies pay based upon job duties, level of responsibility and complexity of work to be performed.

The Department of Recreational Sports at Oregon State University commits to achieve excellence through cultural diversity and actively encourage applications from all genders, persons of color, and individuals from underrepresented groups. Interview questions will be developed based on the information in this position description. All job offers are contingent upon Human Resources final approval.