Graduate Communications Assistant - Videographer/Photographer

School of Social Work

The School of Social Work is currently seeking a graduate student to assist their Marketing and Communications department with video and photo projects.

The Marketing and Communications Videographer/Photographer Graduate Assistant is responsible for scheduling and conducting interviews with faculty and staff; capturing B-roll footage; editing videos and photos for various social media dimensions; and designing custom animations. The candidate should be organized, reliable, and willing to take initiative. Exceptional communication skills and knowledge of ever evolving video and social media dimensions are preferred. Equipment is available to rent through ITS if needed. Access to editing software will be provided if not already owned.

Essential functions:
- Schedule and capture talking head interviews as well as candid B-roll footage
- Event coverage
- Edit videos and photos for various dimensions
- Develop custom animations and graphics

Requirements:
- Highly organized, strong attention to detail, dependable
- Exceptional communication skills
- Ability to develop interview questions, set up and break down equipment, and lead the interviewee
- Working knowledge of video and photo editing software (i.e., Adobe Premiere Pro, Final Cut, Lightroom, or similar software)
- Film, journalism, or communications degree or similar experience preferred

Rate of pay: $18.75/hr
Academic year/Commitment: 10 hours per week
Starting: September 2021
Please send resume, cover letter, and 2 edited video samples to the Director, Marketing & Communications: Rebecca McDade (Rebecca.mcdade@bc.edu).