Media Production Assistant

The Center for Teaching Excellence (CTE) at Boston College is seeking two motivated graduate students to provide support for media production projects. Duties include:

- Working with professional film equipment to assist the Media Production team in recording various types of video;
- Editing video using professional software such as Premiere Pro, AfterEffects, and Photoshop;
- Collaborating with other CTE staff on using media, including in online courses;
- Managing files and other media resources.

Candidates for the Media Production Assistant position should have excellent computer skills and an eagerness to learn how to use editing and animation software. Substantial training will be provided as part of the role. Candidates must also display superior organization skills and a desire to work as a collaborative and creative team member.

This position starts September 4, 2018, and includes 20 hours of work per week through the summer and academic year. The stipend for this position $23,000 over 12 months.

To apply, please send cover letter and resume/CV to Shirley Cho: shirley.cho@bc.edu.