

## Iowa State Memorial Union Student Videographer

*The Memorial Union marketing and graphics department functions as a creative marketing agency within the MU. Clients of our design and marketing services include departments within the Memorial Union and the Student Activities Center, including Cybowl and Billiards, The Maintenance Shop, and The Workspace. Under supervision of Marketing Coordinator, the videographer will film and edit promotional and informational footage for the MU, which includes programs, services and events for both the Memorial Union and the Student Activities Center.*

### **TITLE: Videographer (student)**

### **DUTIES AND RESPONSIBILITIES:**

- Gathering direction from work orders, design supervisor, and/or clients
- Coordinating with supervisors for copy writing needs and content direction
- Gathering and editing footage including b-roll, and interviews
- Scheduling video shoots
- Produce/edit videos including creative use of graphics and music
- Writing metadata for the video

### **KNOWLEDGE AND EXPERIENCE:**

Required: Undergraduate student. Must be familiar with Macs and Adobe Creative Cloud software, and have extensive experience with shooting and editing videos. Able to shoot and edit video that has appropriate lighting and shot composition and clean audio.

### **REPORTS TO:**

Kristin Erdman  
MU Marketing Coordinator  
Memorial Union  
kerdman@iastate.edu

Hours: 10-20 hours per week

Pay: \$9/hour

Application: Email a resume, portfolio, and example videos to [mugraphics@iastate.edu](mailto:mugraphics@iastate.edu)