



## POSITION ANNOUNCEMENT

Date: NOVEMBER 2018

Position: **COORDINATOR, MULTIMEDIA SERVICES**

Responsibilities: Coordinate day-to-day activities and service of the Viscardi Multimedia Center, including audio and video production, photographic, editing and graphics services and maintenance and troubleshooting of equipment. Coordinate event logistics for conferences, web conferences, events, provide audio engineering and production for live events throughout the Multimedia Center.

Qualifications & Education: Knowledge and prior work experience in the following areas is required:

- Video Production
- Video Post-Production
- A/V Systems
- Audio Engineering
- Photography
- Video Streaming, Encoding
- Audio and Video Software
- College degree or related experience preferred

Contact:

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Or

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The Viscardi Center

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