

Temporary Part-time Videographer Needed

Feb 20th, 2023 - April 14th, 2023

Application Deadline: Feb 15th, 2023

The UT Austin Center for Community Engagement is seeking a temporary part-time employee with experience in videography and video editing. The part-time employee will primarily capture videos and clips on the day of [The Project, UT's largest day of service](#) on February 25th, 2023.

Additionally, the videographer will capture three to four days of other community service programming and training sessions leading up to and following The Project. These dates will all fall between February 20th and April 14th, 2023. This person will be responsible for compiling and editing these videos so they can be used as interdepartmental footage and visuals for impact reports. These videos should capture students, community partners, the number of community members served, and the general impact of UT, our partner organizations, and our donors.

POSITION DUTIES

- Use personal equipment to capture videos of community members, organizers, volunteers during and in preparation for the Project
- Attend and Document The Project on February 25th, 2023
- Organize and upload videos into our departmental Google Drives based on events, groups captured, etc.
- Showcase efforts of student volunteers through video, alongside the efforts of partnering communities and Phillips 66
- Meet and Correspond regularly with Project team members and Austin Voices/community organization to establish the goals and vision.

DISTRIBUTION OF DUTIES

- 30% attending and documenting student service projects in partnership with community organization
- 40% compiling footage and creating/editing video
- 20% meeting with students and organizations to establish and revise vision
- 10% other duties as assigned

QUALIFICATIONS (Required)

- Experience, either as a student leader or professionally, with videography and video editing.
- Can be physically present at all required community service events even with short advanced notice (but no less than 3 days notice).
- Must have their own equipment.
- Adhere to safe social distancing guidelines and properly wear face covering in community spaces/while documenting.
- Professional demeanor.
- Organization and time-management skills.
- Ability to work in a team-based structure, but carry out work independently.
- Must remain in good standing with the university as a student.

QUALIFICATIONS (Preferred)

- Experience working with student and community organizations
- Experience with large-scale service programs and events
- Creative vision for capturing community voices and impact of service / volunteerism.
- Bilingual preferred.

TERMS OF EMPLOYMENT

- Ten week contract position, beginning February 20th and continuing through April 14th
- Part-time/freelance position (max 20 hours per week) at a compensation of \$12/hour
- Flexible schedule, with some evening and weekend hours required for service events and student meetings

APPLICATION

Interested applicants should submit a letter of interest, resume, and two to three references to Dana Phillips, Program Coordinator - Student Engagement Programs (dana.phillips@austin.utexas.edu).

Please use the subject line **PROJECT VIDEOGRAPHER APPLICATION**.

Deadline to apply is February 15th at 11:59pm.

utproject.org

diversity.utexas.edu/communityengagement