

# UNIVERSITY of HOUSTON

## STUDENT HOUSING & RESIDENTIAL LIFE

### **Videography Student Assistant**

The Student Housing and Residential Life (SHRL) Videography Student Assistant will assist with filming, producing, and editing of videos and interviews for SHRL events and initiatives.

Responsibilities range from attending SHRL events and capturing footage to be shared in digital marketing channels to managing video archives and equipment in the SHRL marketing office. Departmental assistance with tabling and outreach will also be a major responsibility. Position reports to the SHRL Marketing Manager.

#### **Position Responsibilities**

- Film, edit, and produce video to highlight all aspects of SHRL including:
  - Events
  - Interviews/Testimonials
  - Trainings
- Transports, sets up and operates production equipment including cameras, recorders, and lighting equipment for location and studio production.
- Archive and organize videos for future use.
- Develop and implement a video strategy to engage current residents and to encourage students to live on campus.
- Collaborates with supervisor and SHRL Marketing team to develop ideas and new initiatives.
- Attend departmental meetings as necessary.
- Other duties or special projects as assigned by immediate supervisor.

#### **Qualifications**

- Currently enrolled in good standing at the University of Houston.
- Experience using Adobe Premiere Pro, Photoshop, and Lightroom.
- Must be able to show samples of work.
- Responsible, efficient, and flexible.
- Available to work 15 – 20 hours weekly, some evenings and weekends required.

#### **Salary**

- Starting Salary \$10.00/ per hour