## EMPLOYMENT OPPORTUNITY

**~Revised to Update Qualification~**

## POSITION: MEDIA PRODUCTION SPECIALIST I (PHOTOGRAPHER) JOB #16/49

University Advancement is building a pool of persons interested in hourly-intermittent temporary employment. Positions available on or after March 25, 2017 and ending on or before June 30, 2017 with possibility of reappointment.

**ESSENTIAL DUTIES:** Under the supervision of the Director of Communications & Creative Services, the Media Production Specialist I, Photographer will provide photographic images (still and video) as needed for creation of materials promoting the university, its programs, and events. Duties will include the processing and delivery of images on deadline and according to specifications. Other duties include, but are not limited to:

* Create digital photos/videos using standard professional photography practices. In response to direction from assigned manager, capture appropriate images/video to illustrate marketing messages and enhance the image of the university.
* With direction from the assigned manager, complete significantly complex photo, video and multimedia projects from conception to completion including concept development, script writing, staging, directing, editing and producing.
* With direction from the assigned manager, develop, create, stage and/ or produce professional quality visuals.
* Process new images/video; manipulate, optimize and edit according to specific need. Deliver images/video for inclusion in university photo library and archiving system.
* Other photography/videography-related tasks as necessary and assigned.

**MINIMUM QUALIFICATIONS:**

* A bachelor’s degree or equivalent in paid work experience.
* At least six months of experience in still and motion picture photography

**PREFERRED QUALIFICATION:**

* Bachelor’s degree in photography, graphic design, or digital imaging.
* Experience developing, directing and producing relatively complex photo/video and multimedia projects.
* Expert knowledge of Adobe Creative Suite applications for postproduction editing and publishing.
* Knowledge of digital asset storage and management software and systems.
* Knowledge of and experience using the Internet as an image proofing and delivery tool. Knowledge of preparing digital images/video for print and web publishing.
* 4 years paid experience as a photographer/videographer shooting a variety of subjects. Portfolio must include candid and portrait people as subject matter.

**SPECIALIZED SKILLS AND ABILITIES:**

* Thorough knowledge of production techniques and equipment. General knowledge of production principles and practices for instructional media.
* Working knowledge of full range of production techniques including sound recording, graphics, television, photography, videotaping, lighting, editing methods and equipment.
* Ability to develop, create, stage and/or product professional quality visuals and evaluate production effectiveness in meeting objectives.
* Strong writing skills including the ability to learn narration and continuity script writing.
* Working knowledge of tools for authoring interactive multimedia products delivered via a variety of synchronous and asynchronous techniques.
* Strong research skills and broad knowledge of resources and techniques which communicate information through multimedia productions.
* Ability to understand operating procedures and underlying technology in order to use and trouble-shoot equipment and systems.
* Strong organizational skills to independently manage and coordinate all facets of production, budgets and other projects.
* Solid to advanced photographic capabilities, as well as photographic processing and manipulation skills.
* Solid writing and editing skills, including a strong foundation in English grammar.
* Knowledge of artificial photographic lighting and the use of studio lighting kits and on-camera flash equipment.

**HOURLY RATE:** $16.86 - $28.88 an hour.

**POSITIONS OPEN UNTIL FILLED. APPLICATION SCREENING WILL BEGIN MARCH 17, 2017.** (Applications received after the screening date will be considered at the discretion of the university.)

**APPLICATION PROCEDURE:** Applications will be processed in accordance with Article 9.3 of the CSU/CSUEU Memorandum of Understanding. Preference will be given to qualified individuals currently employed at CSU Stanislaus in bargaining units 2, 5, 7, and 9 except when it is determined that it is necessary to appoint outside applicants to meet the best interest of the campus by obtaining specialized skills and abilities not available from current employees. To be considered, qualified candidates must submit a completed CSUS employment application (download electronic application at <http://www.csustan.edu/hr/Employment_Opportunities/Staff/index.html>), **cover letter**, and **resumé** to:

California State University, Stanislaus ∙ Human Resources Department

Mary Stuart Rogers Educational Services Gateway Building, Suite 320 (3rd Floor)

One University Circle ∙ Turlock, CA 95382

For questions, please contact: Ms. Kristina Stamper (209) 667-3916

**A background check (which includes checks of employment records, education records, criminal records, civil records; and *may* include motor vehicle records, professional licenses, and sex offender registries, as position requires) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.**

Applicants requiring necessary accommodations to the application process may contact the Human Resources Department at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD. As a federal contractor, we are committed to attracting a diverse applicant pool. Please consider completing the Voluntary Self-Identification of Disability form (your response will not be shared with the search committee) at: <http://www.dol.gov/ofccp/regs/compliance/sec503/Voluntary_Self-Identification_of_Disability_CC-305_SD_Edit1.24.14.pdf>.

**THE INDIVIDUALS WHO APPEAR TO BE THE BEST QUALIFIED FOR THIS POSITION WILL BE CONTACTED BY TELEPHONE FOR AN INTERVIEW**

The annual Campus Security and Fire Report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Stanislaus State; and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and, campus fire statistics. You can obtain a copy of this report at: <https://www.csustan.edu/upd/crime-statistics>. To request a printed copy call: (209) 667-3572; Fax: (209) 667-3104; or email: Public\_Safety@csustan.edu. Information regarding Campus Security Reports at other locations can be found at: <http://ope.ed.gov/security/>. CLERY ACT:  IN COMPLIANCE WITH THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CRIME STATISTICS ACT, CRIME REPORT STATISTICS ARE AVAILABLE AT: [WWW.CSUSTAN.EDU/UPD/PAGES/CAMPUSCRIMESTATISTICS/INDEX.HTML](http://www.csustan.edu/UPD/pages/CampusCrimeStatistics/index.html).

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status. All qualified individuals are encouraged to apply. CSU STANISLAUS HIRES ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. THE PERSON HOLDING THIS POSITION IS CONSIDERED A ‘MANDATED REPORTER’ UNDER THE CALIFORNIA CHILD ABUSE AND NEGLECT REPORTING ACT AND IS REQUIRED TO COMPLY WITH THE REQUIREMENTS SET FORTH IN CSU EXECUTIVE ORDER 1083 AS A CONDITION OF EMPLOYMENT.

**iNFORMATION CONTAINED IN THIS ANNOUNCEMENT MAY BE SUBJECT TO CHANGE WITHOUT NOTICE**

2/28/17