



**POSITION ANNOUNCEMENT**  
**Videographer/Photographer**

*Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.*

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

The University seeks a full-time, 12-month, **Videographer and Photographer**, for its Marketing department on the Mount Vernon main campus. The position reports to the Creative Director and is available immediately, upon appointment of a successful candidate. The University pay grade for this position is "C". A full complement of benefits is provided including a health care plan, retirement plan, and tuition assistance (for self and dependents). The candidate will also receive generous holidays, and vacation and sick days earned on an accrual basis.

**Responsibilities for this position include:**

- Promotes MVNU via video and photography by implementing the art and science of storytelling
- Shoots high quality digital images and video footage, as requested, to meet the University's needs for marketing, web and news coverage
- Works with the writing, web and design staff to bring initiatives and creative items from conception to completion
- Envisions, proposes, and takes the lead in initiating new video/photo projects that are strategically aligned with MVNU's brand and business goals
- Shoots and edits video, including adding motion graphics and cleaning up audio
- Organizes needed technical requirements to fulfill proposed media capture; sets up sound, lighting, and any other equipment needs for the project; provides direction to on-screen talent (as needed)
- Manages the university's YouTube and Vimeo accounts and reports on analytics
- Continually updates university stock photography files of campus locations, buildings, faculty, staff and students
- In collaboration with design staff, develops a recognizable University photo style to become an element in the University's visual identity
- Serves as a main resource for an online photo database to ensure correct metatags and image details
- Budgets time and office resources to ensure photographic work is done efficiently and in a way that reflects University priorities; responds to requests from other campus units.
- Manages student photographers and videographers, ensuring deadlines are met and that content produced is aligned with MVNU's brand
- Pays attention to trends/innovations in marketing, video techniques, channels, and tools.
- Participate in the social media content production team
- Other duties as assigned

## **Expectations for the successful candidate:**

- 2+ years of experience of video production and photography
- Experience with Camera Equipment: DSLR Cameras, lighting, microphones, etc.
- Experience with Lightroom, Adobe Premiere, After Effects
- Familiarity with various online web services and solutions including YouTube, Vimeo, Flickr, and others
- Proficiency with MS Office Suite
- Strong interpersonal skills with the ability to work professionally with many levels of clients (university students and university administration)
- A solid understanding of documentary-style storytelling through video
- Is able to work collaboratively as part of a larger-team
- Self-starter and problem-solver
- Flexibility and adaptability; Marketing is constantly changing, so as the needs evolve, so do the positions on our team
- Desire and ability to grow your talent and expand your skill set
- Ability to work occasional evenings and weekends to cover campus events
- Drone experience preferred
- Ability to stand, sit, and walk for long periods of time
- Ability to lift 25 lbs

To be considered for this position, please email a resume to [humanresources@mvnu.edu](mailto:humanresources@mvnu.edu) and complete the application, found at: <http://mvnu.edu/jobs/application>. Applicants submitting materials via email should attach either a Microsoft Word or .PDF File. Alternatively, materials can be faxed to (740-397-1005), or mailed to:

Mount Vernon Nazarene University  
Human Resources  
800 Martinsburg Road  
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University does not unlawfully discriminate on the basis of race, color, sex, national origin, age, disability, or military service in administering its employment policies and practices. As a religious educational institution under the auspices of the Church of the Nazarene, the University is permitted by law to consider religious beliefs/practices in making employment decisions and does so to achieve its mission. The University requires as a condition of employment that all employees subscribe to standards of the Church of the Nazarene and conduct their lives in accordance therewith.