



**SFSU CAMPUS RECREATION**

# **NOW HIRING**

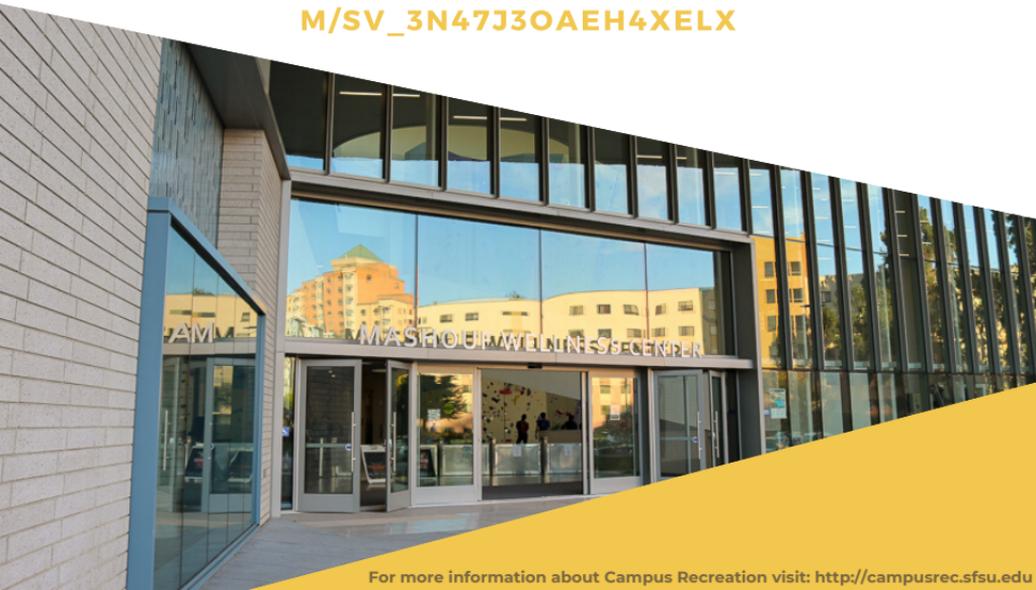
**Videographer**

**APPLICATION DEADLINE:  
OPEN UNTIL FILLED**

To Apply: As a department under the Dean of Students area, please complete the Common Application form below on Qualtrics. Additionally, we will ask for your cover letter and resume, and the attached Staff Availability Sheet to be filled out and uploaded as part of your application.

**Qualtrics - Common Application:**

**[HTTPS://SFSU.CO1.QUALTRICS.COM/JFE/FOR  
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## PURPOSE

The main responsibility of the Videographer & photographer is to provide support of all Campus Recreation and MashoufWellness Center programs and services by documenting events and activities through video and photography. Knowledge of all programs and services offered by Campus Recreation is essential to this position. This position works under the supervision of the MarketingStudent Manager(s) and a full-time staff professional. This position also represents the Campus Recreation Department by providing customer service, programmatic support, and other related duties.

## DUTIES AND RESPONSIBILITIES

- Work with program areas to identify their photo and video needs and attend programs and events regularly.
- Regularly send updated photos and videos they have taken to marketing team and program areas.
- Establish an archive of stock photos and video that can be used on a variety of marketing and publicity materials throughout the department.
- Attend staff meetings and staff trainings.
- Report when equipment and supplies are running low or when equipment needs repair or replacement.
- Provide a professional, welcoming, and inclusive environment for staff and participants.
- Hours will vary, however students may not work more than 20 hours/week during the academic semester.

## QUALIFICATIONS

- Working knowledge and experience with photo and video editing programs.
- Preferred experience in photography and videography in a work setting or other organization but not required.
- First Aid, CPR, & AED Certified, or willing to obtain within 3 months of being hired.
- Must be a student at San Francisco State University enrolled in 6+ units, with minimum 2.0 GPA.
- Demonstrated interpersonal skills including strong communication skills, customer service skills, ability to enforce policy and perform under pressure, and working in a team atmosphere.
- Must be able to work independently without direct supervision on a day to day basis.
- Employment may be dependent on passing a background check.