

Position:	Photo/Video Assistant
Reports to:	Director of Summer Arts
Number of Positions:	1
Location:	California State University, Fresno - Fresno, CA
Employment Dates:	June 12–July 28, 2023
Rate of Pay:	\$16.50/hour
Schedule:	40 hrs/week, weekends and holidays required

Position Summary

Under the direct supervision of the Director of Summer Arts, the Photo/Video Assistant will capture and edit photos and video at CSU Summer Arts. All material is the property of CSU Summer Arts; the content may be stored in archives or posted to social media, digital signage, marketing materials, advertisements, and/or other promotional initiatives. Other general administrative duties are also required. The Photo/Video Assistant will have regular interactions with Summer Arts staff, faculty course coordinators, guest artists, campus personnel, members of the community, and Summer Arts students.

Qualifications and Requirements

- Majoring in art, photography, journalism, film, or communications preferred.
- Experience using relevant computer programs and social media, e.g. Adobe Premiere Pro, Illustrator, Photoshop, Google Suite, MS Office; Facebook, Instagram, etc.
- Basic working knowledge of Microsoft 365, Google Workspace, and Slack
- Ability to handle multiple tasks and changing priorities
- Good organizational, interpersonal, and communication skills

Application Instructions

- Apply online with a cover letter and resume (please include a link to portfolio or work samples) in PDF format by [clicking here](#).
- Application deadline: Applications will be reviewed on a rolling basis and position may close at any time. Apply by **March 6** for priority consideration.