



## Visual Media Director

Blue Devil Productions mission is to enhance campus life and student engagement by bringing live music, comedy, and films to UW-Stout's campus. The Visual Media Director is a paid position on the Blue Devil Productions Executive Board and is responsible for creating, planning, and facilitating photography and videography projects for the organization.

### Position Responsibilities

- Photograph Blue Devil Productions events including comedy and music performances, Open Mic Nights, Homecoming events, and other instances per the request of another director on the executive board.
- Work with Marketing Director to have photos edited to be used on social media, digital signage, and print.
- Maintain photo organizational system on Microsoft Teams including renaming files and folder management.
- Shoot, edit, and produce video content for the Blue Devil Productions website, social media platforms, email communications, public relations outreach, advertisements, special events, meetings/presentations, and other media as needs arise.
- Contribute to the Blue Devil Production's videography needs as video experience/expertise allow. Storyboard concepts, film and conduct interviews, and edit videos to meet marketing and communication standards and needs.
- Create media of both performers and audiences at all Blue Devil Productions events
- Suggest and implement ideas for photo essays and promotional shoots that will help Blue Devil Productions recruit and retain members and build community.
- Explore possibilities of implementation of other multimedia opportunities.
- Assist in facilitating other weekly events, including set up, check in, and take down.

### Desired Skills

- Basic knowledge of photography and videography
- Adobe programs including Photoshop, Premiere, Lightroom, and After Effects
- Possess originality and creative thinking

### Time Commitment

- An average of 10-15 hours a week, which includes some evening and weekend hours.
- Maintain a minimum of 5 scheduled office hours a week to be held in the Blue Devil Productions office.
- Attend roughly 3 hours a week of meetings including, general member meetings, executive board meetings, and one-on-one meetings with Executive Producer/Advisor.