Multimedia Coordinator

Position Description
The Multimedia Coordinator serves as the official photographer and videographer for the Student Government Association. The Multimedia Coordinator reports directly to the Associate Director for Communications.

Responsibilities
- Implement multimedia strategy of the Student Government Association.
- Serve as photographer for all SGA meetings and events.
- Develop creative and unique videos regarding the activities of the Student Government Association.
- Responsible for SGA YouTube and Vimeo Channel.
- Ensure photography and videos are up-to-date and relevant, and furthermore are shared in a timely manner.
- Responsible for live-stream of SGA Senate meetings.
- Attend weekly departmental meetings and monthly Executive Staff meetings.
- Attend all SGA Senate meetings and events.
- Serve on at least one (1) University Committee.
- Any other duties as assigned by the Associate Director for Communications, Director of Public Relations and/or President.

Qualifications
- Exceptional Time Management and Organizational Skills
- Creative approach to problem solving
- Effective communication skills, both written and oral
- Ability to develop vast knowledge of the University of Houston
- Interest in policies and programs that affect college students and higher education in general

Requirements
- Good Academic & Disciplinary standing
- Hold minimum 10 hours/week of office hours

Contact
For questions or more information please contact the Director of Public Relations
sgapr@central.uh.edu.