

VIDEOGRAPHER

We are seeking a videographer to become a dynamic addition to our staff. You will be responsible for covering the Councilors during various activities as directed. Editing footage for a quick turn-around for viewing during council meetings and as further needed. Working with the Director of Public Information and other staff to ensure a strong branding strategy implemented to support, elevate, and sustain the council's image.

To be successful as a videographer, you should have strong organizational and time-management skills. A willingness to be flexible and creative as a team player. Top candidates will also be very familiar with municipal government and the political process.

Duties and Responsibilities

- Filming video on set and on location
- Working with creative teams and clients to plan video shoots
- Setting up and taking down cameras, microphones, lighting, props and other equipment
- Editing footage after recording
- Adding computer graphics, closed captioning and special effects to footage
- Preparing background film, also called "B" rolls

Skills and Qualifications

- Ability to work in fast-paced, rapidly changing environments
- Multitasking skills for working with many crew members at once
- Creative thinking with an excellent eye for detail
- Strong verbal and written communication skills for collaborating with clients and members of the production team
- Knowledge of post-production techniques
- Physical ability to move and hold recording equipment for long periods
- Understanding of computer software used for planning, editing and scripting
- Experience working with elected and public officials