

VIDEOGRAPHER / CONTENT CREATOR

Full time position available

Class: LP
Status: Non-Exempt

Boone County Public Library is seeking a talented, driven and dynamic individual. The Videographer/Content Creator Specialist will be responsible for shooting and producing promotional videos. The Videographer/Content Creator Specialist will create content for both written and video content for blog posts, newsletter articles, social media sites and the library's website. The Videographer/Content Creator will work with other members of the department to execute publicity strategies from concept to completion. This individual interacts extensively with the public and with other staff members. This will be a 40 hour per week position.

RESPONSIBILITIES

- ✓ Creates video content for trainings, promotions, social media, the local history department and the library's website.
- ✓ Transports, sets up and operates various production equipment including cameras, audio recorders, lighting equipment, props and microphones for off-site location and in-house production.
- ✓ Performs editing and assembling final visual/audio product.
- ✓ Rewrites, paraphrases or writes content from scratch depending on assignment.
- ✓ Develops engaging content for articles, blogs, stories and social media for all audiences
- ✓ Collects and shoots b-roll footage of Library locations, outreach vehicle and library events.
- ✓ Edits and proofreads content created by other library content writers.

Perform other duties as assigned

EDUCATION AND EXPERIENCE REQUIREMENTS

Undergraduate degree in a related discipline. 2-5 years progressively more responsible related work experience **OR** Equivalent combination of education, technical training, and work experience that will provide the required knowledge, skills and abilities

OTHER REQUIREMENTS

Full comprehension of production process, from planning to delivery
Ability to work collaboratively with the PR team to implement best practices and develop concepts for future content
Proficiency with Final Cut Pro, Adobe Premier or other video editing software
Work with project leads on concepts, including proposal creation and script development
Proficient in audio recording/editing
Highly creative, must be a self-starter and work with minimal supervision
Strong problem solving skills
Knowledge of current video/social media trends
Ability to deal tactfully and effectively with the public and with other staff members

VIDEOGRAPHER / CONTENT CREATOR

Full time position available

Ability to work under general supervision, also requiring work to be performed independently
Ability to understand and follow verbal and written instructions
Proficiency with computers, the Internet and various software programs
Ability to interpret community interests, concerns and needs and to assist in developing appropriate library services
Demonstrated organizational skills and the ability to manage multiple priorities
Valid driver's license and safe driving record

PHYSICAL DEMANDS

Light to medium work [lifting, pushing or pulling 20-50 lb. Maximum]
Reaching, bending, kneeling and crouching to retrieve and replace library materials, files, supplies
Visual acuity sufficient to read primarily typed or printed text in a variety of font sizes and styles
Carrying or otherwise moving boxes/materials into and out of various buildings
Handling library vehicle in heavy traffic and on narrow and/or winding roads
Traveling to various locations as required

WORK ENVIRONMENT

Maintain a flexible work schedule in order to accommodate evening and weekend shifts and travel to on-site locations for taping as needed.
Climate controlled environment within library facilities
Barrier free work areas within library facilities
Exposure to heat and cold while transporting materials
Exposure to dust and fumes from vehicle
Exposure to vibration from vehicle movement

Compensation

\$ 17.75 per hour which includes an excellent benefits package, which includes healthcare coverage at no cost to employee, and participation in the County Employees Retirement System.

If you have the qualifications for this position, send application, cover letter and resume to:

Human Resources Manager
Boone County Public Library
1786 Burlington Pike
Burlington, KY 41005
E-mail: jobs@bcpl.org
Fax 859-689-0410

Deadline for accepting applications: position open until filled.