



VACANCY ANNOUNCEMENT

Multimedia Specialist III

Information and Instructional Technology Services

Full-time, Classified, Non-exempt (Position 000236)

Longwood University seeks qualified applicants for a Multimedia Specialist III. This position provides a significant and vital role in audiovisual support throughout the Longwood University campus. The position will provide support to the Longwood University community in the use of audio and video production equipment.

RESPONSIBILITIES:

- Providing support in the use of video production equipment for Longwood University classes, academic support activities, and production of video features;
- Provide sound and multimedia setups for meetings and events on campus.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge in audiovisual media production using Adobe Premier Pro and/or Avid Express;
- Knowledge in equipment operations and maintenance;
- Knowledge of Cable TV systems.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalency required. Bachelor's Degree in the field of Educational Technology, Media Production, Communications or related disciplines preferred;
- Experience in audiovisual media production, equipment operations and maintenance, or in audiovisual support services, or related fields that include design and development of multimedia instructional and production functions and media center operations.

Pay Band 4, minimum starting salary \$31,352 with exceptional Commonwealth of Virginia benefits. A completed Commonwealth of Virginia employment application and a successful criminal background check is required. Position is open until filled with a minimum five-day posting period. To apply, submit completed Commonwealth of Virginia application, <http://www.longwood.edu/hr/FormsEMS/stateapp031309.doc> (indicate position #000236) to:

Human Resources
Longwood University
201 High Street, Suite 212
Farmville, VA 23909
Ph: (434) 395-2074 / Fax: (434) 395-2666
Email: humres@longwood.edu

A diversified workforce is an important part of our strategic plan. EOE/AA (06/24/09)