

PROMOTIONS OFFICE

Organization name: Promotions Office/Student Affairs Marketing (in the Division of Student Affairs)

Job title: Cinematographer

Reports to: Creative Services & Production Manager, Video/Photo Project Manager, Cinematographer Lead

Job objective: Operates the camera and works as the director of photography for a variety of video productions.

Responsibilities:

- Creates shot lists and lighting diagrams and operates the camera for large productions
- Creatively captures b-roll for clients and leads smaller productions
- Understands and executes a variety of lighting setups for interviews and staged scenes
- Adapts style of cinematography based on video concept
- Leads camera team on production
- Assists with onboarding and training of camera operators
- Works efficiently to stay on schedule
- Attends weekly production team meetings & assists with creative development
- Maintains gear and assists with inventory

Required qualifications:

- Film and Video major or related field of study
- Must be current GVSU student enrolled in at least 6 credits
- Understand shot composition, movement, and color
- Experience with the following: Cameras (DSLR, mirrorless), Camera support (gimbals, jib, etc.), Lighting systems (such as LED, tungsten, etc.), and Grip & electric gear (c-stands, stingers, etc.)
- Ability to lift heavy objects
- Highly motivated individual with the ability to work on and lead a team
- Must be able to troubleshoot and problem solve on the fly in a fast-paced environment
- Familiarity with other set positions and experience with set procedures
- Ability to work outside normal office hours, including weekends if needed

Preferred qualifications:

- Prior experience managing a camera department
- Strong organization and communication skills

Compensation: Starts as a level 6A (based on the [GVSU Student Wage Rate Chart](#)) and increases based on prior experience and time in the position. Hours are available on a project by project basis and can be flexible with course schedules.

Description of organization: The Promotions Office is a student-powered creative agency that provides design, print, video, photo and digital marketing services for clients (on campus) which educate, inform, and inspire the campus community. We are a part of Student Affairs Marketing within the Division of Student Affairs.

How to apply: Deadlines and information about applying for this position can be found online at: <http://gvsu.edu/promotions/apply>

