



Center for Diversity Education
Diversity | Equity | Inclusion
CPO #1200
UNC Asheville, One University Heights
Asheville, North Carolina 28804

T 828|232-5024
www.diversityed.org

Title: Video and Visual Media Coordinator

The Video and Visual Media Coordinator is responsible for creating and managing the video and other visual media content of the Center. This includes the multi-year project of editing video interviews with local Holocaust survivors into short videos that can be used in K-12 curriculum, as well as video editing and photography for CDE campus and community events.

This is a one-year, paid position. Students are not expected to work during exams or official university breaks.

Responsibilities:

- Editing of local holocaust survivor footage into four 10-minute educational videos to be used in middle and high school classrooms
- Taking photos during CDE community and campus events
- Capturing photo and video for special CDE projects as needed
- Communicating and coordinating with CDE's Social Media and Marketing Coordinator
- Attend biweekly professional development meetings with other CDE student employees
- Regular attendance at CDE events

Qualifications:

- New Media or Mass Communications major preferred
- Demonstrable video editing experience
- Ability to work independently in a deadline-driven environment
- At ease working with people of diverse ethnicities, races, cultures, abilities, religions, sexualities, and gender identities
- Rising junior or senior preferred
- Excellent written and verbal communication skills
- Extensive connections to minority groups and UNCA organizations

The Video and Visual Media Coordinator is overseen by Deborah Miles, the Executive Director of the Center for Diversity Education. To learn more about the work of the Center for Diversity Education visit www.diversityed.org and find us on Facebook.