

GMView Yearbook Video Editor

The Office of Student Media is searching for the GMView Yearbook's next Video Editor. The Video Editor will serve as the student leader of *GMView's* video component and will be responsible for the final video product to be included with the print edition of the yearbook. The yearbook team gathers material on Mason's key events during the 2013-2014 academic year and creates a book that captures the essence of the class of 2014. This paid position officially begins in Spring 2014.

Key responsibilities include:

- Recruiting, supervising and training staff.
- Working with COMM 346 Yearbook Workshop class on video content.
- Developing and producing the video component of the yearbook with help from other video staff.
- Meeting all project deadlines.
- Working professionally with and supporting the creativity of all students.
- Keeping the yearbook adviser and staff up to date on the progress of the video component of the yearbook.
- Attending weekly meetings (to be planned around all student leaders' schedules).
- Representing Student Media at key events. Events may include Alumni Weekend, Homecoming, Mason Day, Graduation, etc.
- Attending all required meetings through the Office of Student Media.
- Collaborating with other student media leaders on projects, events and coverage, with an emphasis on convergence.
- Maintaining a workable file organization system to ensure protection of video files and projects.
- Work with print editor to establish a common theme
- Work with adviser and print editor to develop an effective marketing plan that 1) increase the number of senior portraits taken and 2) increases the number of yearbook sold.

The ideal candidate:

- Has experience in video editing and recording.
- Is aware of George Mason University's campus and current events.
- Is able to meet with the yearbook staff on a regular basis.
- Has a flexible schedule and can attend a weekly meeting.
- Is in good academic standing.

If you are interested in the GMView Video Editor position, please submit your resume, completed application (available at <http://www.gmu.edu/org/gmview>) and cover letter to Jason Smolinski at jsmolins@gmu.edu. Deadline for submission is Monday December 2, 2013 at 5pm. Interviews will be held before the end of the Fall semester.