

## **Position Title:** *International Student Videographer (Western International)*

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### **Position Summary:**

Western International is a dedicated team responsible for international activity and experiences at the University.

Take video footage for Western International projects and media promotions. Participate in select events to capture event video footage.

### **What will you gain from this role?**

- Develop and enhance interpersonal, organizational, and public relations skills.
- Gain experience in photography and photo editing.
- Attain personal satisfaction and growth by being involved in a helping capacity
- Receive feedback via a midterm performance review.
- Recognition through Western's Co-curricular Record.

### **Key Responsibilities:**

- Take video footage for international student events and other Western International projects.
- Liaise with Western International staff and volunteers to plan videography opportunities.
- Participate regularly in international student activities and other Western International initiatives in order to capture video footage.
- Assist with planning video shoots, editing videos and graphics, and selecting videos for publication.
- Meet regularly with your Supervisor.

### **Position Requirements:**

- Experience with videography and video editing.
- Cross cultural awareness, understanding, and sensitivity.
- Initiative, self-motivation and enthusiasm.
- Ability to work under minimal supervision and meet demanding deadlines.
- Interest in promoting an awareness of multiculturalism at Western.
- Strong time management skills

### **WESTERN PEER LEADER (WPL) PROGRAM REQUIREMENTS**

- Complete WPL Fundamental Training: WHMIS, Health & Safety, Safe Campus, AODA, Campus Referrals & Resources, Code of Conduct, Ethics, Etiquette & Boundaries, Equity & Inclusion e-Learning Module, Gender-Based Violence Policy e-Learning Module, Indigenous Initiatives Content & Reflection, Return to Campus Module (COVID-19 Response)
- Complete Confidentiality Agreement and Student Contract
- Complete Student Feedback Form (per term)

\*\* Trainings subject to change

## Position Specifics:

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### Term Length:

Fall/Winter Semesters, September 1, 2022 – April 30, 2023

### Time Commitment:

- 1-4 hours per week
- Hours vary depending on event schedule and time required for video editing.

### Training:

- Human Resources online training modules:
  - WHMIS (60-90 min)
  - Health & Safety (45-60 min)
  - Safe Campus (30 min)
  - AODA (45-60 min)
- Campus Referrals & Resources
- Code of Conduct, Ethics, Etiquette and Boundaries
- Equity & Inclusion e-Learning Module
- Gender-Based Violence e-Learning Module
- Indigenous Initiatives Content
- Return to Campus Module (COVID-19 Response)

### Reports to:

Communications & Event Coordinator, Western International.

### Application Method:

Login to [Western Connect](#), and navigate to the **Western Peer Leader posting boards** to find this job posting and instructions on how to apply (ex. Uploading/emailing required application documents or redirecting to the [Working at Western](#) website).

### Western Values Diversity:

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact our Administrative Officer at [ralary@uwo.ca](mailto:ralary@uwo.ca) or phone 519.661.1111 (89081).