

**Shell Lake Arts Center  
Position Description**



shell lake arts center  
master teachers. magic setting.

**Position Title:** Media Technician

Shell Lake Arts Center  
802 1<sup>st</sup> Street  
PO Box 315  
Shell Lake, WI 54871  
715-468-2414  
[info@shelllakeartscenter.org](mailto:info@shelllakeartscenter.org)  
[www.shelllakeartscenter.org](http://www.shelllakeartscenter.org)

The goal of this position is to oversee and operate the documentation of all SLAC events and programs. Events can range from evening activities, student rehearsals, student concerts, faculty performances, and fund raising events. Each of these documentations are to be presented in a medium that would be easily accessible to the public, i.e. Facebook, our website, YouTube, etc... The main objective of this job is to show the public the true magic that happens at the Shell Lake Arts Center in and out of the classroom.

Experience with digital video production, Adobe Creative Suite/Cloud, and digital photography preferred.

**Job Duties:**

- Video record and photograph all student performances.
- Edit and upload all videos and pictures onto Facebook, YouTube, Twitter, or other online media.
- Maintain and edit the content on all of the SLAC affiliated websites.
- Photograph evening activities that students are partaking in.
- Photograph student rehearsals, masterclasses, and other classes during the day.
- Create a promotional videos containing pictures and video taken throughout the summer. The main goal of these videos are to act as a positive image of what happens here at camp and why students should come here. Show the unbeatable faculty and also show the outstanding night time social activities.
- Other duties as assigned by the Executive Director, Associate Director, and Media and Production Manager
- \$8.00 per hour/40 hours per week
- Includes room and board if needed
- Positions runs June 6 through August 10, 2019
- Position includes day, evening, and weekend hours

Qualified applicants must submit resume and provide references by May 15, 2019.