
Auburn University Job Description

Job Title: **Dir, Athletic Creative Video**

Grade AT07 \$50,300 - \$85,500

Job Code: **BA94**

FLSA status: Exempt

Job Family: Athletics

Job Function: Video Productions

Job Summary

The Director of Athletic Creative Video directs the post-production for various sports programs within Auburn University Athletics Department.

Essential Functions

1. Directs the division of post-production of War Eagle Creative.
2. Manages the daily operations of post-production within War Eagle Creative.
3. Produces and creates video content for the athletic department's various sports programs, which includes, but is not limited to Auburn Football.
4. Serves as a liaison to Auburn Sports Properties and the fulfillment of corporate sponsorships as it pertains to TV shows, including but not limited to The Auburn Football Review TV show.
5. Manages the interns and assigned full time employee(s) within War Eagle Creative.
6. Leads assigned students in production of video content for the athletic department's various sports programs.
7. Serves as the point of contact to outside companies as it relates to content licensing.
8. Trains students and staff on the use of equipment and WEP protocols, and assists in the management of post-production equipment
9. Manages media assets on the War Eagle Creative server.
10. Complies with all applicable National Collegiate Athletic Association (NCAA) and Southeastern Conference (SEC) regulations in the performance of job duties.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Bachelor's Degree	Degree in Communications, Radio Television and Film, Broadcast Journalism, Engineering, or related field.
Experience (yrs.)	5	Experience in television or video production services, preferably related to a sports program

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of live video and post production procedures and various communications mediums. Ability to communicate positively and effectively, verbally and in writing. Proven ability to build and sustain positive, credible working relationships staff and internal clients. Ability to handle multiple tasks and shifting priorities. Ability to read and comprehend complicated procedures and processes, to negotiate technical assistance and establish schedules. Strong knowledge of broadcast operations. Must demonstrate a belief in and a proven ability as a positive change agent. Comprehensive understanding of various pieces of broadcast equipment such as Video switchers, Clip Servers, Replay devices etc.

Certification or Licensure Requirements

None Required.

Pre-Employment Screening Requirements

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, sitting, talking, hearing, and lifting up to 10 pounds.

Job occasionally requires reaching, handling objects with hands, and lifting up to 25 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 10/11/2023
