



Multimedia Production Manager

The MCV Foundation seeks a Multimedia Production Manager to join its communications team. This is a new role that recognizes the growing demand for visual storytelling in the foundation's communication strategy.

ABOUT THE MCV FOUNDATION:

The MCV Foundation was established in 1949 to inspire and steward philanthropy that supports VCU's five health sciences schools (Dentistry, Health Professions, Medicine, Nursing and Pharmacy), VCU Massey Cancer Center and VCU Medical Center. The foundation currently manages approximately \$800 million in assets to ensure the MCV Campus remains at the forefront of excellence and innovation in patient care, research and education.

The MCV Campus is a major urban academic medical center serving Central Virginia and beyond. Through its 1,900 funds, the MCV Foundation provides scholarships, professorships, chairs and research funds to support the life-saving work occurring here every day. These funds allow VCU students, doctors and researchers to be on the cutting edge of health care delivery, offering patients the most exciting treatments and medical technology available. Visit www.MCVFoundation.org to learn more.

JOB TITLE: Multimedia Production Manager

CLASSIFICATION: Exempt

REPORTS TO: Senior Multimedia Production Manager

JOB DESCRIPTION

The Multimedia Production Manager will work with the Senior Multimedia Production Manager and the MCV Foundation communications staff to produce, shoot and/or edit video and still photography for the foundation and its key stakeholders. This position requires a creative and imaginative storyteller who performs various functions of digital video production and photography from concept to completion in educational and health care environments. The Multimedia Production Manager will fulfill daily video and photo assignments for the foundation and its MCV Campus partners. This role will enhance the efforts to create still photography for website and social media features, various magazines and collateral pieces such as case statements, brochures and direct mail. Videos will be produced for website and social media features as well as virtual and in-person events.

The Multimedia Production Manager will work independently while also collaborating to fulfill assignments for publications and web content. This position will maintain an archive of digital assets that can be leveraged for ongoing foundation and MCV Campus partner publications and video projects.

The ideal candidate will have academic and/or professional experience as a videographer, a video producer, video editor, or a similar role, working in a dynamic, high-energy production team or educational setting. The ideal candidate will have the ability to work independently, multitask and work on multiple deadline-driven projects simultaneously.

RESPONSIBILITIES:

Works independently and in collaboration with the MCV Foundation communications staff to:

- Film and/or edit video projects to be shared at special events, posted across MCV Foundation website and social media platforms, and used as key components of comprehensive advertising campaigns.
- Shoot high-quality still photography to meet the foundation's digital content, direct mail, and publication needs.
- Complete select special multimedia projects for partners across VCU Health's MCV Campus.
- Bolster and manage the foundation's photography/video asset archive.
- Budget time and office resources to ensure work is done efficiently and in a way that reflects MCV Foundation priorities.

QUALIFICATIONS:

- Bachelor's degree in video or film production, photography, visual communication, journalism, new media, fine arts, or equivalent work and/or academic experience
- Professional and/or academic experience in producing, creating and editing videos, photos and social media content
- Demonstrated flexibility in shooting styles, for commercial, documentary or news purposes.
- Portfolio that demonstrates strong storytelling and a range of experience and expertise in video and photo production and visual problem-solving, in a fast-paced, deadline-driven, results-driven environment
- Experience and confidence using current video production equipment and software
- Experience collaborating in a team and taking creative direction from others as well as working independently to develop and make decisions about visual stories
- Comfort with creative collaboration and critical feedback
- A sense of humor and commitment to organization values and culture.

PREFERRED QUALIFICATIONS:

- Five years of experience producing video and photography assets in a higher education setting where multiple priorities and partners are competing for assistance and collaboration.

WORK ENVIRONMENT:

This is a salaried position in an organization with an inspiring mission and excellent benefits. The work week is typically 40 hours, however, communications is a deadline-driven field and the candidate may occasionally need to work as needed to meet project timelines. There are several events throughout the year that occur on evenings or weekends that the candidate will be asked to attend and staff.

SALARY:

Commensurate with experience

How to Apply:

Send cover letter, résumé and a digital portfolio link to info@mcvfoundation.org.

Contact:

Eric Peters, Vice President for Communications

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