



ST. PHILIP INSTITUTE OF CATECHESIS AND EVANGELIZATION

Job Title: Visual Media Specialist

Department: St. Philip Institute, Media

FLSA Status: Full Time - Exempt

Supervisor: Video Production Manager

Visual Media Specialist | Job Description

The Visual Media Specialist will use technical expertise and creative ingenuity to evangelize and catechize through the creation of online visual media. His or her primary responsibilities will be 1) editing podcasts, teaching videos, and creative video projects, 2) demonstrating an eye for graphic design through the creation of motion graphics, still images, etc, and 3) assisting in the studio or on set with video production.

Skills

- **Video Editing:** technical proficiency in editing, color grading, etc. inside *Adobe Premiere Pro* is required; experience with *DaVinci Resolve* is a plus.
- **Motion Graphics:** experience with animating titles, motion graphics, etc. in *Adobe After Effects* is required.
- **Graphic Design:** an eye for graphic design and competency in *Adobe Photoshop* and *Adobe Illustrator* is strongly preferred.
- **Video Production:** experience in video production is strongly preferred. The candidate should understand how frame rate, shutter speed, aperture, white balance etc. affect the video; he/she should also understand how to frame and light a shot in an aesthetically pleasing way.
- **Computer Literacy:** competency with both the Mac and Windows operating systems is required.
- **Languages:** fluency in English is required, fluency in Spanish is desirable.

Additional Qualities

- The candidate should possess a desire to serve Christ and his Church.
- The candidate should be organized, easy to work with, take direction and critique with grace, and be naturally respectful of others.
- The candidate should exhibit the ability to work with deadlines.

Physical Demands and Working Conditions

- Office hours are Monday through Friday.
- Occasional weekend work is required.
- Travel around the Diocese and beyond will be done as needed.

Does this sound like you?

Anyone interested in learning more should send your **resume** and **reel/portfolio** Zaira Melchor, Administrative Assistant at the St. Philip Institute, at zmelchor@stphilipinstitute.org.