

# DIGITAL MEDIA STUDENT

## Join our team!

We are looking for outgoing, responsible, diligent, and recreation-oriented students to join our BCIT Recreation Services team! We provide a fun, supportive learning environment for student staff to develop transferable job skills for their future careers.

## Position Summary:

The Digital Media Student will be responsible for contributing to content planning, creation, and maintenance of Recreation Services programs across various platforms, including but not limited to: Events, Drop-In Programs, Intramural Leagues, and Fitness Classes. Additionally, the Digital Media Student takes and edits photographs/videos for promotional purposes. This position reports directly to the Community Events & Engagement Coordinator.

## Qualifications:

- Current BCIT student and commitment of 5-10 hours per week for 2 terms.
- Passion for recreation, active living and wellness.
- Basic knowledge and understanding of photography/videography, social media platforms and digital content editing.
- Professional, responsible, reliable and can exercise mature judgment.
- Energetic, enthusiastic, and positive attitude.
- Excellent organizational, interpersonal and communication skills.
- Excellent problem-solving and conflict resolution skills.
- Ability to work independently and as part of a team; willingness to learn from and mentor others.
- The following qualifications are not required but are considered an asset:
  - Valid Standard First Aid + CPR-C (or equivalent).
  - Previous experience in a digital media, marketing and/or customer service environment.
  - Previous or ongoing post-secondary education in media.

## Responsibilities:

- Greets participants and provides exemplary customer service when interacting with participants.
- Capture images and videos of participants during BCIT Recreation programs and services.
- Organize and manage the storage of digital content.
- Cut and edit captured images and videos for promotional use.
- Support and contribute to content creation, promotional videos, blog posts, infographics etc.
- Develop and create content capturing and supporting the BCIT Recreation Student Staff experience.
- Assist in maintaining a regular schedule for content on BCIT Rec's online platforms.
- Participates in leadership and professional development initiatives and goal setting.
- Assists Recreation Staff with other duties and special projects as assigned.

**How to Apply:** Submit resume and cover letter to the attention of Daniel Hannington, Community Events & Engagement Coordinator at [dhannington@bcit.ca](mailto:dhannington@bcit.ca), or in-person to the Recreation front desk of SE16 (Burnaby Campus).