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## Job Description: Video Creator and Editor

**Summary:** The Videographer is responsible for creating and editing videos needed for competition and for marketing purposes and working closely with the Marketing and Communications Lead, Graphic Design Manager and Project Managers

### Major Duties and Responsibilities

4. Working with Marketing and Communications Lead
  - a. Create content for competition
  - b. Maintain and manage the video file storage
5. Working with Project Managers
  - a. Support project teams in the creation of videos required for branding and competition purposes
6. General responsibilities
  - a. Enactus Competitions: Work on assigned tasks by the Executive team and Competition Lead to prepare and attend Regionals, Nationals, and World Cup competitions
  - b. Support and Attend general events of Enactus Fleming College

### Minimum Qualifications and Skills

- Minimum commitment of 20 hours per month
- Basic knowledge of Enactus Fleming projects and the Enactus platform
- A portfolio that includes samples of your design work
- Experience in video editing is an asset
- Strong organization skills
- Strong pro-active and teamwork skills
- Strong time management skills and the ability to meet deadlines
- Ability to multitask and work under pressure

**Direct Link:** The Executive Team, Faculty Advisor