

DEPARTMENT: ARTS & COMMUNICATION /DRAMA DEPT

LOCATION: LOCKE BUILDING

CONTACT NAME: GREG FORO

JOB SPECIFICS

JOB TITLE: GENERAL HELPER

HOURLY RATE: \$15

NUMBER OF STUDENTS REQUESTED: 2

PERIOD OF EMPLOYMENT: FALL 22' (begins 7/1/22) / SPRING 23' (ends 6/30/23)

THE POSITION WILL BE: IN PERSON

HOURS/DAYS: MON-FRI; 8AM-5PM (SOME NIGHTS AND WEEKENDS)- 20 HOURS PER WEEK

DATE EMPLOYMENT TO BEGIN: 8/22/2022

TO APPLY: EMAIL GREG FORO @ GREG.FORO@DELTACOLLEGE.EDU

JOB DESCRIPTION: ASSIST FACULTY, STAFF AND STUDENTS WITH SOCIAL MEDIA MARKETING FOR ALL THEATRICAL PRODUCTIONS ON ALL PLATRORMS. UNDER SUPERVISION; ASSIST WITH CREATING ORIGINAL CONTENT FOR ALL SOCIAL MEDIA PLATFORMS INCLUDING FACEBOOK AND INSTAGRAM. THIS INCLUDES PHOTO, VIDEO, INTERVIEWS, POSTS, ETC. ASSIST WITH THE MONITORING OF AUDITIONS AND CALL BACK FOR MAIN STATE; INCLUDING SET UP AND BREAKDOWN OF AUDITION ROOM. ASSIST WITH OTHER MARKETING RESPONSIBILITIES AS NEEDED.

MINIMUM QUALIFICATIONS: WORKING KNOWLEDGE OF ALL SOCIAL MEDIA PLATFORMS; FACEBOOK, TWITTER, INSTAGRAM, SNAPCHAT ETC. WORKING KNOWLEDGE OF VIDEO EDITING SOFTWARE SUCH AS IMOVIE. KNOWLEDGE OF CAMERA OPERATIONS (PROVIDED BY DEPARTMENT) TO TAKE PHOTOS DURING REHEARSALS AND PRODUCTIONS.

ADDITIONAL COMMENTS: IDEALLY THE CANDIDATE WILL BE AN INDIVIDUAL WHO ENJOYS BEING IN THE THEATER, WORKING AT NIGHT FOR REHEARSAL AND PERFORMANCES. GENERAL JOB RESPONSIBILITIES ARE TO ASSIST IN PROMOTING THE PRODUCTIONS AND GETTING THE WORD OUT ABOUT AUDITIONS AND OTHER EVENTS VIA SOCIAL MEDIA. ASSIST WITH AUDITIONS, ETC CAN BE A CURRENT THEATER STUDENT INVOLVED IN THE PRODUCTIONS.