



## *JBU Media Lab Editor*

### **Editor Job Description**

Media Lab Editors work in our back of house editing studio, affectionately titled, "The Cave." Editors are specialized Media Lab employees that transfer, edit, and copy various types of media to a digital format. This position is ideal for a person that is self-motivated, ingenuitive, detail oriented, and excellent at digital communication. Please specify on your application if you are interested in being a part of our Editing Team.

### **Editor Job Requirements**

Editors must work at least one semester as a traditional Media Lab employee as front of house staff. If an employee is hired with the intention of being an editor, they may split half of their workstudy hours between the front desk and the editing studio. Please review the job description and requirements for the main Media Lab workstudy position.

*Editors should be:*

- Self Motivated
- Detail Oriented
- Excellent at Digital Communication
- Ingenuitive and able to troubleshoot equipment
- Interest in basic video editing and analog technology
- Teachable and comfortable with computers

### **Programs and Technology Used**

- Adobe Premiere Pro, Adobe Audition, Adobe Encore
- Windows 10 & 7
- VHS Players, DVD Burners, Video Cameras
- Audio Cassettes, Video Cassettes, 35mm Slides, Vinyl Records

# *Media Lab Editor Workstudy Position*