

Associate Director of Multimedia, Office of University
Relations
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=235004>

Downloaded On: Dec. 21, 2024 8:08am

Posted Apr. 22, 2024, set to expire Mar. 27, 2025

Job Title	Associate Director of Multimedia, Office of University Relations
Department	
Institution	Kean University Union, New Jersey
Date Posted	Apr. 22, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Director
Academic Field(s)	Public Relations/Marketing Alumni Relations
Job Website	https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Associate-Director-of-Multimedia--Office-of-University-Relations_R2787
Apply By Email	
Job Description	

External Applicant Instructions

- Please upload your resume/CV for automatic population of information to your Kean application.
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Your contact information, work experience and education will be automatically filled in. Please review all fields – you will need to verify that the data is accurate.

- **In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.**

Office of University Relations

Associate Director of Multimedia

Under the direction of the Director of Multimedia Production and Strategy, the Associate Director of Multimedia (Associate Director 3) is responsible for managing and leading all news-related video, photo, and social media content. This position plays a critical role in identifying good visual stories that showcase the University’s brand and managing their production for the division’s weekly news email and daily social media accounts. With a journalistic eye, the Associate Director will manage the coordination, shooting, and editing of news videos, ensuring high-quality storytelling that aligns with the university’s goals and objectives. The Associate Director will also supervise a team of staff members and provide oversight for multimedia content contributed by others. *This position requires travel and a flexible schedule including evening and weekend hours.*



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Qualifications: Graduation from an accredited college with a Bachelor's degree and two years of professional experience in multimedia journalism, news production or a related field, with a demonstrated track record of managing news content across multiple platforms is required. Candidate must have proven experience in leading teams, managing projects and producing high-quality multimedia content. A degree in the field of Journalism, Communications, Multimedia Production or a related field is preferred. Essential job functions include the ability to lift, position, move and carry materials weighing up to 50 pounds over short and long distances. Candidate must have extensive knowledge of multimedia production, including video shooting, editing and social media content creation; exceptional news judgment, attention to detail, and ability to produce stories that engage and inform; and exceptional public speaking abilities.

Candidacy review begins immediately and continues until appointment is made. **Please submit your cover letter, resume/CV and contact information for three professional references.** Official transcripts are required prior to the starting date of employment.

Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts): Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.

Additional Information

Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.

In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).



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Diversity & Non-Discrimination Statement

Kean University is committed to establishing and maintaining a diverse campus community through inclusive excellence and equal opportunity. Kean's commitment to access and equity is designed to prepare each graduate to not only thrive, but climb higher in a diverse world. As an affirmative action, equal opportunity institution we work to support a campus-wide agenda to foster a community that both values and promotes the diversity and equity of all students, faculty, staff, administrators, and beyond.

EEO/AA Statement

Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact