

Position: Technical Assistant for the Emerick Art Building

Department: Fine Arts – Glass Program

Supervisor: Michael Hengler

Pay Range: \$8.05 - \$9.95/hr (commensurate with experience)

This position exists for the Technical Assistant to record class demonstrations and post them to Moodle, and potentially to a Facebook Glass Program page, as an additional student resource for enrolled students. You will also help set up in-class audio and video equipment to stream live, in-class footage of studio demonstrations onto the class projector. The technical assistant must be versed in uploading to Moodle, recording video and setting up audio equipment.

Conditions to Consider:

- Maximum of 20 hours in a two-week period
- List of duties:
 1. Help me provide the students additional reference material that they can refer to outside of class to better their understanding of actualizing the material processes.
 2. Setup in-class audio and video equipment
 3. Record class demonstrations and post them to Moodle.
 4. Potentially setup and post to a Glass Program Facebook page.

Preferred:

- First Aid Training
- Have experience and proficiency with Moodle in order to post course videos.
- Have audio/video experience
- Be able to set up a Facebook page for the Glass Program and post video to it.