



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**CLASSIFICATION SERIES:**

N/A

**BARGAINING UNIT:**

ACE

**Video Production Specialist**

**SERIES PURPOSE:** The purpose of the Video Production Specialist occupation is to operate video cameras and related parts and equipment.

**CLASS CONCEPT:** The class works under general direction and requires thorough knowledge of communications techniques, programming and production, video equipment operation, and computer software systems in order to plan, develop, and produce computer generated video programming and edit and combine source materials into video programs.

Incumbents plan, develop, and produce computer generated programming and digitally edit video content for events.

**JOB DUTIES:** Incumbents may perform some or all of these duties or other job-related duties as assigned.

Plans, develops, and produces computer generated video programming; digitally edits video content for events using software; combines source materials into video programs.

Develops content for video boards for events.

Coordinates the production of all postgame highlights for all athletic teams.

Maintains electronic video programming equipment.

**OTHER FUNCTIONS AND RESPONSIBILITIES:** Assists with training new hires.

Performs any and all other duties assigned and/or required that are within the level of responsibility for this classification at the discretion of the supervisor.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of: video production; producing live sports broadcasts; general knowledge of sports.

Skill in: operation and maintenance of video production equipment; applicable software programs; New Tek Tricaster, New Tek 3-Play, and Live Text operation; DV Sport Instant Replay system.

Effective 11/05/2024

Ability to: use research methods in gathering data; prepare video productions; work alone on most tasks; edit and collate all source materials into video productions through use of computer hardware and software.

(\*) Developed after employment.

**MINIMUM QUALIFICATIONS:** At least a bachelor's degree in communications with an emphasis on electronic media and/or video production.

Or completion of an Associate degree in communications technology or multimedia production technology and a minimum of one year of training or experience in the operation and/or maintenance of video production equipment.

Or a minimum of three years of training or experience in the operation and/or maintenance of video production equipment.

**REQUIRED CERTIFICATIONS, TRAINING, AND/OR LICENSURES:** None

**PHYSICAL REQUIREMENTS:** In accordance with the U.S. Department of Labor physical demands strength ratings, this position will perform light work.

**LIGHT:** work involves exerting up to 20 pounds of force occasionally, or up to 10 pounds of force frequently, or a negligible amount of force constantly to move objects, requiring: (1) walking or standing to a significant degree; (2) sitting most of the time while pushing or pulling arm or leg controls; or (3) working at a production rate pace while constantly pushing or pulling materials even though the weight or the materials is negligible. (The constant stress and strain of maintaining a production rate pace, especially in an industrial setting, can be and is physically demanding of a worker even though the amount of force exerted is negligible.)

**UNUSUAL WORKING CONDITIONS:** Exposed to high and low temperatures and loud noise; works outside in unpleasant conditions; works weekends and evenings as required.