



Employment Opportunity the Digital Media Elder Recorder is an integral member of the team whose objective is to collect both dene and nehiyawewin language data which will support the creation of digital resources for the promotion of language revitalization and knowledge transfer.

We are looking for professionals who are proficient with either Final Cut Pro or Adobe Premier editing software, digital film cameras, including Canon EOS Rebel T7i DSLR, Canon EOS C200 EF, professional digital sound field recorders and microphones, and field and studio lighting equipment for single-camera production.

Responsibilities:

- The collection of knowledge/language by engaging fluent Elders
- Communicate and coordinate in identifying Elders in the community who would like to participate
- Arranging times and locations for Elder interviews
- Complete related paperwork for interviews – mileage, honorarium, etc.
- Collect language data for topic areas
- Apply knowledge of instructional technology, media, and adult learning to the development of higher-end visuals, interactivities and media.
- Actively participate in team meetings, maintaining clear and collaborative communication with team members to deadlines, and goals.
- Maintain knowledge of the latest hardware/software updates and advancements.
- Track permissions/licenses of all photos used in instructional materials. Collaborates as needed with the Legal department to ensure photo/art permissions are compliant.
- Work within the digital asset management system to ensure all images are entered and tagged with the appropriate metadata.
- Demonstrate proficiency in editing existing audio/video elements using various software such as Adobe Premier and Final Cut Pro
- Ensure that all audio/video elements used are appropriately archived with established naming conventions
- Completes other duties as assigned.
- Ability to learn new software application skills and synthesize information quickly.
- Experience with one or more: media creation, multimedia technology, A/V editing, and/or programming.
- Ability to work in a fast-paced and team environment as an individual contributor and as a member of the team.
- Ability to manage multiple assignments and priorities simultaneously and self-manage time and deliverables.
- Highly motivated and comfortable making decisions and judgment call on content development.

Posted: August 25, 2022 Closing Date: September 14, 2022 or open till suitable candidate found. Please submit resumes to: Sheila Poitras University Blue Quills Box 279, St. Paul, AB T0A 3A0 Fax (780) 645-5215/Email sheilap@bluequills.ca.