



Media & Communications Intern

Person Specification

	Essential	Desirable
Experience	Proven experience of using Adobe Creative Cloud, specifically Adobe Premiere, Media Encoder & Audition	Experience of using Adobe Lightroom or photo editing software
	Knowledge in the use of equipment such as DSLR Cameras, Pro-Video Cameras and Sound Recording Devices (note: we mainly use Canon DSLR's and JVC GY-HM620 ProHD Video Cameras)	Operation of digital and analogue sound mixing desks
	Experience of capturing and editing high quality video and audio	
	Competent in use of Microsoft Office and Windows based operating systems	
Skills	Demonstrate excellent communication and interpersonal skills	A good understanding of the use of Social Media for marketing purposes
	Ability to train others on technical equipment and not always to a technically minded audience	Experience of using content management systems
	Commitment to maintain an up-to-date knowledge of digital media	Knowledge of WordPress
	Adopt new workplace procedures when required	Knowledge of video codecs and video encoding.
	Be willing to undertake own training as required	
	Be able to use own initiative and prioritise workload	
	Good written English	
Qualification	A Level or equivalent	Degree level qualification

Other		Understanding of the Higher Education Sector, Loughborough University and Loughborough Students' Union
		Knowledge and passion to work on large-scale live events