



## Videographer

Cathedral High School in Indianapolis, an independent Catholic college preparatory high school in the Holy Cross Tradition, is seeking a Videographer. If interested, download and complete the application from [Cathedral's Career Page](#). Please submit all applications with a cover letter and resume to Beth Ernst, Human Resource Generalist at [careers@gocathedral.com](mailto:careers@gocathedral.com).

Applications are being reviewed now.

**Job Summary:** This position is responsible for capturing and editing videos for Cathedral's Marketing, Admissions, and Advancement departments, as well as livestreaming designated extracurricular, all-school, and sporting events. This position may also include teaching one or two advanced broadcast classes. This is a full-time, 12-month position.

**Essential Duties and Responsibilities** include the following (other duties may be assigned):

- Assist marketing department with recording videos for school events throughout the day
- Edit videos using Adobe or FinalCut Pro
- Work closely with the Marketing Director and staff to develop content for Admissions, Advancement, and Academics
- Generate, edit, publish and share daily content that highlights school environment, activities and events that happen on a daily basis
- Livestream sports and other extracurricular activities
- Work with staff and students to conduct interviews and gain insight into curriculum
- Manage time efficiently and prioritize responsibilities
- Excellent communication skills
- Based on student interests, could include teaching one or two advanced broadcasting classes

### Desired Qualifications

- Associate's Degree and/or at least two years of videography experience, preferably in education
- Skilled working with Adobe Photoshop and Adobe Illustrator
- Teaching experience is a plus.