

OIT SWAT : MPS Consultant Frontline

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Position Summary

The Multimedia Project Studio (MPS) is a student-focused high-end multimedia production facility with branches located in 016 Old Chemistry Building and Lilly Library. The MPS features a high-end suite of hardware and software components designed to work in concert, thus freeing users to be limited only by their imaginations when working on projects such as web design, graphics creation, and manipulation, and audio and video editing.

Not simply a computer lab, the MPS is an idea incubator: a studio space for the development of ideas and concepts as well as tangible outcomes. Using the tools provided in the facility, students are empowered to take their project from the beginning conceptual stage through to fruition, pushing their creative abilities to the next level. They will be encouraged to think about their creative and logistical process while working towards achieving their project's outcome.

The role of the Multimedia Project Consultant is to further these goals of the MPS, while continuing to expand his or her skills within the facility. The Multimedia Project Consultant is the primary conduit between patrons and the vision of the MPS. MPS consultants are part of a larger group of student employees providing front-line support for different areas within the Office of Information Technology.

Duties and Work Performed

- Greet and offer assistance to every patron upon entering the lab.
- Assist patrons of the Multimedia Project Studio in conceptualizing and creating their projects, encompassing evaluation and choice of tools to final product stage.
- Develop and deliver short, focused training session in the MPS on particular software packages or demonstrations on specific topics, occasionally in conjunction with the OIT Training Program.
- Create tutorial handouts, MPS documentation, and similar materials on request.
- Maintain facility equipments, peripherals, and environment.
- Use MPS facilities to enhance skillset and create showcase and example projects.
- Able and willing to work on related projects as the need arises and as assigned.

Experience and Skills

- Expert level on at least one type of multimedia production software (e.g. graphic design, web design, video editing, audio production, etc.).
- Strong familiarity with the Macintosh platform; specifically with Max OS X.
- Ability to assimilate new technology skills with ease and efficiency
- Excellent customer service skills
- Excellent communication skills, both written and oral, and ability to develop and deliver presentations and short training sessions.
- Innovative and dynamic personality, willingness to actively contribute to the vision of the MPS.

Incentives

- Starting wage is \$10 an hour, with opportunities for increases the longer you stay in the program.
- OIT offers multiple opportunities for paid training and skill development for student employees.