



HENSVILLE
TOLEDO



Team/Department:

FLSA Status:

Salaried Exempt

TEAM MEMBER PROFILE

Video & Digital Production Coordinator

Role Summary

Seeking a multi-skilled video creator who brings creativity and technical skills to produce, shoot and edit content for the Toledo Mud Hens, Toledo Walleye and Hensville. This position requires expertise in both video and social media content creation for use across multiple platforms and live in-game productions.

Key Responsibilities

- Produce engaging video content for games and special events
- Create digital video content for Mud Hens, Walleye and Hensville social media platforms and websites
- Ensure execution of all graphics elements on the Mud Hens and Walleye video boards, ribbon boards, ballpark TV's and TV broadcast.
- Liaison between the Toledo Mud Hens / Toledo Walleye and its partners in Minor League Baseball and the ECHL
- Liaison between the Toledo Mud Hens and BCSN broadcast team.
- Assist with AV solutions for the entire Mud Hens & Hensville campus (TV's, menu boards, AV requests for banquets and special events)
- Manage all AV equipment including cameras, audio equipment, lighting, televisions, projectors, and coordinate all equipment transfers between venues.
- Manage the video archives of Mud Hens and Walleye games and special events.

Qualifications and Experience

- Bachelor's degree in Visual Communications, Film, Journalism or related field
- Minimum 2+ years professional video production experience
- Demonstrate video and editing ability with a strong portfolio
- Proficiency in FCP 7 and Adobe Creative Cloud with emphasis on After Effects, Premiere and Photoshop
- Production and broadcast equipment experience is required; preferably with DSLR cameras
- Technical knowledge of studio and on-location set-up including shooting, lighting, audio equipment
- Preferred experience with Daktronics software and hardware or other Gameday Control Systems: Click FX Crossfire Audio Software, Newtek Tricaster, Final Cut Pro and Z Play

Skills and Competencies

- Strong project-management and organizational skills.
- Demonstrated ability to multi-task and work well under pressure.
- Able to work under extremely tight deadlines.
- Comfortable speaking on camera

- Strong communication and people skills
- Creative, quick thinking, sense of humor

Working Environment

Physical Demands	Never	Occasionally	Frequently	Continually	Core Competencies	Role
Sit		X			Problem Solving	x
Stand			X		Interpersonal Skills	x
Walk			X		Initiative	x
Bend/Stoop		X			Innovativeness	x
Squat		X			Oral Communication	x
Reach Above Shoulder Level		X			Written Communication	x
Kneel		X			Leadership	x
Balance		X			Planning/Organizing	x
Lift, carry, push, pull			X		Quality Control	x
Max 20 Lbs.		X			Results Oriented	x
Max 50 Lbs.		X			Resource Management	x
Must be able to:					Adaptability	x
See				X	Dependability	x
Hear				X	Safety & Security	x
Speak				X	Customer Service	x
Use One Hand				X	Teamwork	x
Use Both Hands			X			
Environmental Demands	Never	Occasionally	Frequently	Continually		
Involves being Inside			X			
Involves being Outside			X			
Exposed to temperatures of:						
32 degrees and less		X				
100 degrees and higher		X				
Wet and Humid Conditions		X				

This team member profile does not list all the duties of the job. The person in this position may be asked to perform other instructions and duties must comply with the Toledo Mud Hens Baseball Club, Inc. and Toledo Arena Sports (TASI) Employee Handbook. The person in this position will be evaluated in part based on performance of the tasks listed in this job description. The Club's management has the right to revise this team member profile at any time. This is not a contract for employment and either the Employee or the Club may terminate employment at any time, for any reason.

The organization complies with all federal and state laws concerning the employment of persons with disabilities and acts in accordance with regulations and guidance issued by the Equal Employment Opportunity Commission (EEOC). We do not discriminate against qualified individuals with disabilities in regard to application procedures, hiring, advancement, discharge, compensation, training or other terms, conditions and privileges of employment. We will provide reasonable accommodation to assist qualified employees and applicants for employment with disabilities.