

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**Video Production Coordinator
Communication Department
Regular Full-Time Position
Position Number 631165**

The Video Production Coordinator performs ongoing technical planning and procurement-related activities designed to maintain a state-of-the-art collegiate television facility, "jumbotrons" in the football stadium and Dunn Center arena and administers the day-to-day operations of Cable Channel 99.

Primary Duties and Responsibilities

- Coordinate staffing for video productions (big screens and live events).
- Liaison with Departments of Communication, Athletics, Music, etc. for scheduled productions.
- Setup equipment for productions (cameras, switchers, audio receivers, video boards, etc.)
- Solve technical problems related to productions (video, audio, switchers, communication links, fiber links, lighting, etc.)
- Supervise video productions; organize staff, address conflicts, etc.
- Install new equipment (wiring, software upgrades, hang lights, install cameras in football stadium and basketball arena, maintain switchers, upgrade hardware, etc.)
- Evaluate, order and purchase new equipment.
- Train students and staff for use of existing and new equipment.
- Schedule events for live television productions.
- Schedule playable video productions.
- Perform other job-related duties as assigned.

Essential Functions

- Ability to supervise and evaluate the work of students.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to maintain confidentiality.
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.
- Ability to operate office equipment and a personal computer using program applications appropriate to assigned duties.
- Ability to operate audio and video equipment appropriate to assigned duties.
- Ability to operate a motor vehicle.
- Ability to communicate effectively on both technical and non-technical programs, both orally and in writing.

Required Minimum Qualifications

- Bachelor's degree in video production or mass communication.
- Demonstrated currency in the technology
- Prior experience in all aspects of video production and broadcast production techniques.
- Prior experience in training and instructing in the use of a wide variety of television production equipment.
- Valid driver's license.
- A background check will be required of the successful applicant.

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