The best stories start here.
The Office of Marketing and Communication is seeking student workers to help us find those stories and share them with the world.

We are seeking students who will be responsible for a variety of different tasks in these areas:

- Graphic Design—design and produce print and digital marketing collateral
- Social Media—help to manage and develop content for the University’s official social media channels
- Marketing—write, strategize, and analyze to market our schools, colleges and programs
- Photography—photograph campus events and student life
- Video—shoot, edit, and produce video content that we use in a variety of different channels (YouTube, Twitter, Facebook)

Requirements
Students from any major or program on campus are welcome to apply for these positions. There are a few things we look for in our student workers. This isn’t a comprehensive list, and if you don’t fit some of these we can teach you. But this will give you a good idea of what we think you’ll need to be successful in these positions.

- An interest in meeting new people and talking to them about what makes their lives and their work interesting and worth sharing with others.
- An interest in finding ways for the stories we tell to support the communications and marketing goals of the university.
- Able to function in an environment that has dozens of projects going at any one time and be able to deliver quality work on deadlines—and sometimes under intense pressure from deadlines.
- A professional and positive attitude, results driven, trustworthy, with an ability to work independently.
- Strong skills in paying attention to detail, confidentiality, thoroughness, organization, and analyzing information.
- Comfortable with computers, and we prefer you to have a good working knowledge of Apple computers.
- Graphic Design students should have a working knowledge of InDesign.
- Photography student workers should have access to a digital SLR camera.
- Video student workers should have an interest in the end-to-end process of producing video content, from gathering footage to delivering a final video. We would prefer you to have some skills with video editing; we will have a station with editing software.
- Able to work 8–20 hours per week. Some positions will need to be in the office within the hours of 8:30 a.m.–5 p.m., Monday through Friday. Social media, photography, and videography positions will occasionally be asked to cover events after hours.
- Most of all, be willing to learn and have fun while producing professional-quality work for our office.

Submit your résumé or letter of interest to Paula Ribeiro at pribeiro@hartford.edu.