Manager Creative Services - Sports Productions

**Definition of Class**
This is a professional position responsible for creative development and production of video board productions, distribution of live and on-demand video and audio content of the official UM Athletics official website, and show/technical direction of live, on-air productions. Incumbent creates sponsor elements available during athletic events such as fan cams, replays, PA announcements; serves as show/technical director live on-air productions; coordinates available schedule of athletic events with Web Host and schedules live content such as press conferences, games, post-game interviews, etc. Incumbent has the authority to exercise discretion and judgment in a wide variety of areas.

**Examples of Work Performed**
Participates in the design of the overall branded graphic appearance for all video boards in football, basketball, baseball, softball, soccer and tennis.

Coordinates live in-game video production, board / ribbon board content and creation of sponsor elements available during athletic events such as fan cams, replays, PA announcements, etc. Incorporates graphic design elements for creation of player headshots, billboard graphics, and other video board graphics.

Serves as show/technical director for Coach’s show Live On-Air production. Calls camera shots, audio cues, switching from video control panel between camera shots, video footage, and graphics. Coordinates show timing run down to meet television standards. Creates Coach’s show graphics package design for broadcast.

Maintains and develops contacts with external media agencies. Serves as key contact with ESPN for live streaming.

Serves as liaison and works closely with external vendors of technical products, software and services.

Maps data feeds from outside services for display on video boards such as StatCrew feeds for in-game statistical information or TSN Sportswire for scores around the nation.

Coordinates available schedule of athletic events with Web Host that will be video or audio streamed through the official UM Athletics website. Schedules live content such as press conferences, games, post-game interviews, etc.

Operates DVDs, Beta Sp, VHS, Quicktime, Mini DV, Windows Media, digital media files, and high-end production equipment.

Selects and supervises student interns.

Ensures all assigned tasks are in compliance with University, SEC Conference, and NCAA rules.

Performs similar or related duties as assigned or required.

**Essential Functions**
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.
1. Designs the overall branded graphic appearance for all video boards in football, basketball, baseball, softball, soccer and tennis

2. Directs the production of video board productions during athletic events and distribution of live and on-demand video and audio content of the official UM Athletics official website.

3. Works closely with external vendors of technical products, software and services.

**Minimum Qualifications**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

- **Physical Exertion:** The incumbent may be required to lift up to approximately 50 pounds.
- **Vision:** Requirements of this job include close vision.
- **Speaking/Hearing:** Ability to give and receive information through speaking and listening.
- **Motor Coordination:** While performing the duties of this job, the incumbent is frequently required to talk and hear. The incumbent is periodically required to sit; and reach with hands and arms. The incumbent is occasionally required to stand; walk; use hands to finger, handle or feel; climb or balance; and stoop, kneel, crouch or bend.

**Experience/Educational Requirements:**

- **Education:** Bachelor’s Degree in Film and Video Production, or a related field, from an accredited four-year college or university.

  AND

- **Experience:** Two (2) years of experience related to the above described duties.

**Substitution Statement:** Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

**Interview Requirements**

Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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