

HUMAN RESOURCES, LABOR  
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SERVICES

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TOWN HALL  
238 Danbury Road  
Wilton, Connecticut 06897

## POSITION POSTING

### **VIDEO RECORDING ASSISTANT (Part Time)**

The Town of Wilton seeks a part time Video Recording Assistant to operate video and audio recording equipment and video cameras to make video recordings of official Town meetings.

#### **REQUIRED KNOWLEDGE, ABILITIES, AND SKILLS:**

- Demonstrated ability to operate professional-level audio, video and computer equipment, or related experience. Training in using specific equipment will be provided;
- Knowledge of conventions of videomaking, such as appropriate panning, zooming, setup of shots for smooth transitions, and selecting camera angles for coverage of the participants. Some of these skills can be learned through provided hands-on, on-the-job training; and
- Punctuality and reliability.

The Video Recording Assistant will work on assignment, must be available to work 7:00 pm to 11:00 pm., if required, and must have own transportation to and from the Wilton Town Hall. Occasionally, meetings will be recorded at remote locations using portable equipment.

Meetings to be recorded occur roughly twice a month, usually on a Monday night, subject to change as the needs of the Town dictate.

Starting pay range: \$15.00 -- \$20.00/Hour

Go to [www.wiltonct.org](http://www.wiltonct.org) for application and copy of job description or call First Selectman's Office, 203/563-0100,. EOE.

***The position will remain open until filled.***

1/09/14:slt