

Work-Study job description

Student Storytelling & Media Content Assistant (Work-Study Position)

Job ID: 175529

Position Summary

The *Towards Carleton@100 Strategy Initiative* is seeking up to five enthusiastic and creative undergraduate students with an interest in journalism, storytelling, media production, photography, videography, and digital communications.

We are looking to create a student media team to document, edit, and showcase the *Towards Carleton@100 Strategy Initiative* across the university community. Working alongside the Student Engagement Lead and project leadership, successful candidates will capture events, consultations, workshops, and engagement activities while highlighting how students, faculty, staff, alumni, and community members are helping shape Carleton's future.

This position offers an opportunity to gain real-world experience in storytelling, content creation, and media production while contributing to a university-wide strategic initiative.

Responsibilities

- Participate in a pool of student content creators who may be called upon to support initiative-related events and activities throughout the term.
- Attend and document student engagement events, meetings, workshops, and consultations.
- Conduct informal interviews with students, faculty, staff, and community members.
- Assist in creating digital content for web, social media, and other communication channels.
- Capture photos, videos, and other media that help tell the story of the initiative.
- Help organize and maintain digital media assets.

Qualifications

- Current undergraduate student, preferably in Journalism, Communication, Media Production, or a related field.
- Strong written and verbal communication skills.
- Interest in storytelling, journalism, media production, or content creation.
- Experience with photography, videography, video editing, audio production, or social media content creation is considered an asset.
- Ability to work independently and collaboratively in a team environment.