

Student Officer Postion Description: Media Guru + Tech Support

Requirements of all student officers:

Attend regular meetings with Friends of Graphic Design student officers.
Attend regular meetings with all Friends of Graphic Design student members.
Attend two SALP Leadership Training Sessions, one incoming and one outgoing.
Regularly attend lectures and field trips.
Participate in quarterly reviews of progress and quality of service. Review fellow officers and be subject to review by fellow officers and student group members by survey.
Sign up for one green-room cleaning shift a month (thus once a week it will be cleaned)
Remove old posters, organize magazines and books, recycle scraps, take out trash.
Regularly update the Friends of Graphic Design blog with content interesting to students.
Organize one workshop over the course of the school year. Coordinate with faculty or art/design professionals to come into PSU and offer a relevant workshop. Topics should be run by the rest of the group, and in the fall officers will sign up for what month their workshop will occur so as not to overlap too much. (Ideas include: silkscreening, bookbinding, photography, handmade type, calligraphy, zine making, etc.)

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Media Guru + Tech Support Position Specifics

This student is responsible for maintaining and growing FoGD's internet presence and multi-media offerings. This student will document FoGD happenings and share them with our growing community in the digital realm.

This position requires the student to be proficient in the following programs, applications and contexts:

- Adobe Creative Suite
- Video and sound editing
- Web hosting + FTP file transfers

This student will be responsible for overseeing the function of FoGD's presence in the following contexts. Though the student will not be singularly responsible for the creation of content that will be shared digitally, he or she will be responsible for conversion of the content into the appropriate formats.

The student will be responsible for keeping track of passwords and facilitating the regular update of content into, and communication through, these avenues:

- Typepad (www.friendsofgraphicdesign.org)
- Vimeo (Show & Tell video podcast updates)
- Flickr (photo sharing)
- Gmail (friendsofgraphicdesign@gmail.com)
- Twitter (@FoGD)

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Questionnaire:

(Please email answers and a picture of yourself to friendsofgraphicdesign@gmail.com)

Name:

Year in program:

Why are you interested in art and design?

What makes you qualified for the position?

What is your favorite part about FoGD?

What do you think could be improved?

How will you contribute to the future success of the group?

Please include a link to your 'online presence', as this is a key function of this position!

Feel free to include other information like your hobbies, your favorite font, your favorite artists, your weirdest talent, etc.