

ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE [EXEMPTION CRITERIA](#) SET FORTH IN RCW 41.06.070.

**ADMINISTRATIVE PROFESSIONAL
Benchmark Job Class
Video Producer/Writer/1377**

Function and General Scope

Positions assigned to this class are responsible for writing, filming, editing and producing audio and/or video clips or feature stories for radio, television or the web for news services, athletics or similar information distribution function. Duties may include, but are not limited to, producing and coordinating talent for various programming; providing video and sound for national/regional network programs; producing special long format videos; creating and assisting with production of news, sports, promotional or other videos; and assisting and consulting with outside companies involved with WSU productions.

Classification Requirements (Minimum Qualifications)

Positions require a Bachelor's degree in broadcast communications or a related field and two (2) years of professional level experience in areas such as editing and producing audio and/or video for various types of media; writing feature and promotional copy; and operating video cameras. Any combination of relevant education and experience may be substituted for the educational requirement on a year-for-year basis.