

EPPING SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: HIGH SCHOOL VIDEO CLUB ADVISOR (Co-Curricular)

GENERAL DESCRIPTION: The High School Video Club Advisor is responsible for advising and overseeing the activities of the Video Club. The High School Video Club is open to any academically qualified student in grades 9-12.

The Video Club holds meetings to introduce the craft of video production, work on special video interests, and explore more in-depth opportunities in video production. The Video Club also supports the school and district initiatives with Epping Television (ETV). These initiatives include, but are not limited to taping and preparing school and district videos for presentation on ETV. The Video Club may also hold activities focusing on special video competitions and exhibitions. All activities other than ETV are paid for through fundraising and by club participants. The ETV activities are paid for with district funds.

PERFORMANCE RESPONSIBILITIES:

1. Supervise the Video Club activities.
2. Determine role of club officers and conduct election of club officers.
3. Establish club goals and plan for interests and activities.
4. Encourage students to appreciate and value their classmates, school, and community.
5. Encourage activities in support of school and community such as school and district video production.
6. Promote and monitor these goals to keep the class on task.
7. Hold club meetings at least once a week to discuss interests and plan activities.
8. Encourage students to develop their video production and presentation skills.
9. Work with club to develop budget for all activities and events.
10. Help club plan fundraisers, club events, and field trips.
11. See general responsibilities outlined in Co-Curricular Advisor Job Description.

STIPEND: Supplementary compensation in addition to teacher contracted days per Teachers' Agreement. Paid per Teachers' Collective Bargaining Agreement based on:

Time	.03
Responsibility	.01
Service	