

## Big Brothers Big Sisters: Job Shadowing Opportunities for Littles

Name: Tim Jennings

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Preferred contact method:  phone  email

Occupation: TV Producer / Multimedia Editor

Employer: City of Asheville

Office/ work site address: 70 Court Plaza, Asheville, NC (City Hall)

**Description of job duties:** Responsible for the management and operation of the City's Government Access TV Channel to include the broadcasting of "live" City Council meetings and original video productions. Also, perform all duties and responsibilities associated with the development and administration of content for the City's website and social media outreach efforts.

**What the youth may see/ do/ learn at the visit:** Potential activities that would be shared with a youth include; recording video productions, editing video productions, designing graphics, editing written communications, setting up and broadcasting "live" City Council meetings, set design for studio recordings, recording narration in support of video projects, sharing City communications through social media outlets, and many other things associated with TV production, Web Content Development, and Social Media

**Special instructions regarding clothing/shoes, safety,etc.** - Casual/Comfortable clothes.

**Is there a minimum age youth should be for job shadowing due to safety or another reason?** Most ages find this type of work interesting because it is visual and interactive in nature.

**Note preferred days and times for a job shadowing visit** - Any weekday is fine with advance notice.

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday - No

