Cinema Pacific is an annual film festival based at the University of Oregon, devoted to discovering and fostering the creativity of international films and new media from Pacific-bordering countries, including the U.S. Administered by graduate and undergraduate interns working alongside the two professional staff members, we utilize venues throughout Eugene for a five-day festival in April of screenings, panels, live multimedia performances, and art exhibitions.

**Adrenaline Film Project Coordinators**
2 undergraduate asst. coordinators

**You are:**
A team player and self-starter who is organized, detail-oriented, interested in and preferably knowledgeable about filmmaking, and has a high degree of follow-through.

**You will:**
Work with AFP mentors to coordinate the recruitment of student and local filmmaking teams; prepare and distribute promotional materials for the AFP call for submissions and AFP screening; prepare materials for AFP teams; coordinate shooting schedules and schedule mentors’ set visits during AFP, etc.; prepare for and staff AFP screening and after-party.

**Graphic Designer**
1 undergrad

**You are:**
An undergraduate with a sense of marketing, an exciting style, and a creative spirit; someone who works well with input from supervisors and other staff members; has graphic design experience and facility with graphic design software; has a laptop with graphic design software already installed.

**You will:**
Work with festival staff, with all pieces having final approval of Festival Director, to create festival publicity materials. Includes fliers for special and on-campus events; fliers for individual films in the Cinema Pacific program; Fringe Festival call for submissions and gallery dates; Program Unveiling invitations; possibly Adrenaline Film Project call for submissions and screening posters; miscellaneous pieces as needed.

**Program Coordinator (Position Filled)**
1 undergrad

**You are:**
A motivated, confident self-starter and team player who has experience working in an office environment, has a good phone demeanor, and a high level of follow-through and accountability; experience with event planning and/or filmmaking and/or festival logistics a plus; the ability to work on a deadline and in collaboration with others.

**You will:**
Assist Operations Manager in following areas: Recruit volunteers; Coordinate guest travel and accommodations; create and track film print and guest confirmations; Coordinate guest travel and accommodations; Reserve venues; Order and rent necessary Festival equipment, i.e. projectors, speakers, mics, etc.; Receive and ship film prints and videos; Oversee theater managers and ushers. Manage Festival hospitality suite/headquarters if applicable.

**Publicity Writer**
1 undergrad

**You are:**
An undergraduate cinephile or film fan who is familiar with the conventions of film review writing and film publicity; a strong writer with a background in English, Cinema Studies, Journalism, or arts.

**You will:**
Draft film blurbs and articles for festival catalogue, website, and additional publicity vehicles; draft the Cinema Pacific e-newsletter (monthly in the festival's dormant months, weekly starting two months out from festival, daily updates during festival).

**Community Outreach Assistant**
1 undergrad

**You are:**
An undergraduate who has strong writing skills and is interested in the festival's focus nation (2012: Japan), who has a professional communications style and an enthusiasm for arts events; someone who feels comfortable speaking with members of the public, including those from other cultures; familiarity with Eugene community a plus.

**You will:**
With guidance from the graduate Community Outreach Coordinator, research and cultivate participation and financial/in-kind support from focus-nation affiliated community groups on the UO campus, in Eugene, and across Oregon.