

**\*\*\* JOB OPENING NOTICE \*\*\***

Open: July 13, 2026

**Multimedia Producer**

At the Missouri Hospital Association (MHA), our mission is to shape an evolving environment that helps our members thrive and fulfill their current and future missions. We are seeking a creative, innovative, and skilled Multimedia Producer to plan, produce and execute audiovisual support for live, hybrid and virtual events, while also editing and repurposing recorded content for on-demand education and promotional storytelling. This role ensures professional, consistent production quality across MHA's largest conferences and year-round education sessions as well as podcast production and social media communication efforts. This position operates as a shared-services resource, supporting both Education and Strategic Communications and Marketing initiatives.

Qualified candidates should have a bachelor's or associate degree in communications, media production, audiovisual technology or a related field, or have two to six years of equivalent professional experience. Experience coordinating audiovisual needs for conferences, meetings or large-scale events is preferred. Candidates should demonstrate proficiency with camera equipment, audiovisual systems and live event production workflows, along with strong working knowledge of Adobe Creative Suite, including Premiere Pro, Audition, Express, Photoshop and InDesign.

The successful candidate must be able to manage multiple projects and deadlines while maintaining close attention to detail and a high standard of production quality. Strong organizational and problem-solving skills are essential. Must have the ability to adapt to live event environments and work effectively under time constraints in a complex and rapidly changing health care environment. The ability to exercise sound judgment, professionalism and discretion when interacting with internal and external stakeholders is critical, both onsite and in the office. This role requires the ability to work independently with minimal oversight while also demonstrating a collaborative mindset and comfort working across teams. Travel may be required for event coverage during the day and occasionally overnight.

MHA is an equal opportunity employer with a drug and smoke-free work environment. MHA participates in the E-Verify Program. Submit resume and salary requirements to Human Resources, 4712 Country Club Drive, Jefferson City, MO 65109 or email to [humanresources@mohospitals.org](mailto:humanresources@mohospitals.org).