Video Editor

JOB SUMMARY

The Video Editors are primarily responsible for creating and editing motion graphic videos in order to communicate Random Acts' mission and activities to its supporters and the general public. There are also opportunities throughout the year to work with raw footage submitted by Random Acts supporters, in addition to activities filmed by the staff and Board of Random Acts.

The Video Editors are part of the Random Acts admin team, and report in to the Marketing Manager, also collaborating closely with the Sr. Design Officer as well as our extended team of Design Officers.

RESPONSIBILITIES

- Work closely with the Marketing Team to maximize the effectiveness of video communications across all promotions of programs, projects, and activities
- Choose and edit multimedia including, but not limited to, videos, photographs, original graphics, and screen captures in order to communicate Random Acts' mission and activities to its supporters and the general public
- Transform multimedia that may be difficult to work with as submitted by our supporters, potentially due to poor lighting or sound quality, or insufficient length, into an effective video as per the outline communicated to you by the Marketing team
- Create suitable videos based on the terms of the brief provided by the Marketing Team by the appropriate deadlines, while also ensuring alignment with overarching Random Acts Brand Guidelines.
- Ensure that Random Acts staff are informed of any concerns or problems that arise during your duties
- Participate in weekly team meetings as often as possible, check mail on a regular basis, and use our internal systems to provide status updates and share files

DESIRED QUALIFICATIONS AND SKILLS

- Enthusiasm and commitment to the aims and objectives of Random Acts
- Regular and reliable access to the internet, as well as the ability to be reachable via email
- Experience developing motion graphic videos
- Exceptional story-telling skills through the production of videos
- Must work well as part of a team, and be responsive to constructive feedback
- Good written communication skills in English, although additional languages are desirable
- Must be able to work within reasonably tight deadlines, often given at short notice
- Must have access to video editing software capable of creating high quality video, and preferably advanced software that provides greater choice in terms of title cards, high-definition output, and other premium features
- Must have the ability to store large files temporarily, and to share them to the cloud storage as supplied by Random Acts
- Able to commit a minimum of 3-4 hours per week to Random Acts activities