

EDITOR ROLE

COMPANY DESCRIPTION

Our vision is to educate businesses and learners of emerging sectors that promote global environmental sustainability.

Our mission is to be the leading global knowledge platform for digital transformation, e-mobility, automation and productivity, RPA, connected supply chain, and digital marketing.

Our values focus on creating new opportunities for clients, employees and learners, removing historic inequalities driven by location, gender, class and ethnicity.

JOB DESCRIPTION

As Elevate's masterclass and video editor, you'll be responsible for assembling recorded raw material found in Dropbox into a finished product that's suitable for our website and social media. The material will include camera footage, dialogue, sound bites, background music, and graphics.

RESPONSIBILITIES AND DUTIES

- Edit our masterclasses which consist of 10-20 x 3-7 minute chapters.
- Create dynamic and exciting intros to masterclass chapters, and promotional ad campaign videos for all social media platforms cut to relevant background music.
- Source archive footage, and work it into our chapters, intros and promotional videos.

ESSENTIAL SKILLS AND KEY TASKS

- Experience with Premiere Pro, Final Cut, or similar software
- Experience editing interviews or masterclasses
- Experience editing both long-form video and social media cut downs
- The ability to follow briefs and time codes, whilst ensuring the video structure is understandable and flows well.
- The ability to apply simple graphics to our video masterclasses and promotional videos
- Using advanced and smooth video transitions
- Basic sound design (edit to track beats)
- Video production
- Work within key timeframes and deadlines
- Being able to take initiative and prioritise tasks
- To be thorough and pay attention to detail
- Knowledge of media production and communication

- Sync audio to video
- Source archive and stock footage
- Source exciting and relevant background music and tracks
- Work within a team, specifically the content producer
- To be flexible and open to change
- The ability to accept criticism and work well under pressure
- To be able to carry out basic tasks on a computer or hand-held device
- Excellent verbal communication skills

DESIRABLE SKILLS AND TASKS

- 3+ years experience in video editing
- Helping with pre-production tasks
- Experience editing corporate videos
- Graphic design and basic animation (Adobe After Effects)
- Videography or camera assisting

SPECIALISTS KNOWLEDGE AREAS

- Video editing and production
- Video graphics
- Adobe Premiere Pro and After Effects, or similar software
- Knowledge of computer operating systems, hardware and software

BENEFITS OF WORKING FOR ELEVATE.AC

- Working from home
- Flexible working hours
- Career progression
- We will fill the gaps in training through directed learning

TO APPLY

To qualify for the application process for a role with Elevate, you must first complete 7 Elevate programs; 4 within the Digital Skills Foundation program and 3 others of your choice. If you live within the West Midlands Combined Authority area, please email support@elevate.ac for your free code.