

Job description

Job Title:	Video Editor/Producer
Reports to:	Head of Digital Department

General job description:

Responsible for cutting and editing film footage until it meets a director's approval. Rearranges and splices scenes that have already been shot, determines if scenes need to be reshot, and inserts music, sound, or optical effects.

1. Principal responsibilities:

- Edit film until it meets director's specifications
- Work with and manipulate raw camera footage, dialogue, sound effects, graphics and special effects
- Determine which camera angles to use
- Insert music, sound, or optical effects
- Use nonlinear digital editing systems to edit clips
- Work with work prints to organize the scenes and transitions that make up a film
- Create edit decision lists to correspond to the edge numbers
- Reorder and tweak the content to ensure the logical sequencing and smooth running of the film/video
- Input uncut rushed and sound
- Determine exact cutting for final stages
- Work within team and head of department to achieve desired end result

2. Technical Competencies:

- Strong analytical and communication skills
- Aesthetic and creative skills to make editing judgments
- Time and project management skills
- Strong video, audio and pod-production experience
- Thorough knowledge of timing, motivation and continuity
- Creative mind and storytelling skills

3. Educational Requirements and Work Experience:

All applications are welcome, but the successful candidates must be able to demonstrate competency in technical function. Accompanying educational qualifications for this job will be preferred, but the successful candidate must be able to demonstrate a portfolio of work evidence to support the application.