

Title: Video Editor

Position Type: Volunteer position

Reports to: Director of Marketing

Contact: Send questions to paulina.ponce@hopestrong.org



Duties and Responsibilities:

- Create engaging content videos for the HoPe social media platforms (mostly YouTube)
 - Collaborate with YouTube Coordinator to ensure upload dates are met
- Have the videos finalized by expected dates
- Generate ideas for new visual stories
- Edit videos to meet HoPe's standards and needs
- Archive and organize valuable video footage for reuse in future projects
- Cultivate and nurture successful and productive relationships with the Marketing team
- Be an advocate and believer in HoPe's brand (colors, voice, strategy, etc.)
- Partake in weekly meetings with the Director of Marketing
- Partake in meetings with Marketing Team as needed
- Implement additional projects and tasks as assigned by the Director of Marketing

Qualifications:

- College student or young professional
- Demonstrated interest/experience in Video Production, Youth Development, and Leadership
- Outstanding written and verbal communication skills in English required
- Energetic, personable, and creative with an ability to relate well to diverse populations
- Deadline oriented and able to take initiative and work well under pressure
- Strong ability to plan and manage multiple projects with high attention to detail
- Excellent time management skills, work effectively in teams, excellent organizational skills, ethical and moral character, strong leadership skills
- Proficiency in Video Editing Platforms (Adobe Premiere Pro, Final Cut, etc.), Google Drive (including Docs, Sheets and Calendar), Microsoft Office (including Word, Excel, and PowerPoint).
- Must be willing to commit for the whole 2021-2022 academic year
- Strong commitment to HoPe's mission and values

Time Commitment:

- 3-5 hours per week.

**We are open to working with academic institutions for this position to count as internship credit. Please indicate in application if you are interested in pursuing this.*