



JOB DESCRIPTION

Job Title: Junior Video Editor

Location: Witney, currently our policy is that 40% of hours are spent in the office

Employment type: Permanent, full-time

Salary: £20,808 - £23,498

Who We Are

Open Doors is a Christian charity that is looking to recruit active, practising Christians to help meet the growing needs of the persecuted church worldwide. Hostility, violence, and abuse of Christians around the globe is on the increase. Open Doors works in over 60 countries to ensure that those facing such persecution are not forgotten but can stand strong to serve their communities and give life.

Job Summary

Video has become a primary channel for Open Doors in communicating the stories of the persecuted church, and demand for video content continues to increase significantly. It is a key part of our future communications strategy and aligns strongly with the expectations of our ever-growing supporter base. You'll be creating bespoke content and increasing our ability to tell better stories to help grow supporter commitment, prayer, giving and speaking out.

Key Responsibilities

You will enable our team to respond to the growing demand for video content, respond quickly to projects with a short lead time and enable Open Doors to continue to grow into areas where video content has the greatest impact. As Junior Video Editor you will:

- Be responsible for day-to-day video editing, primarily for social media channels and sharing on digital platforms
- Contribute original ideas and assist the Creative Design Manager in the development of the use of AV content
- Manage mid-level video projects throughout the creative process, from idea to completion
- Be responsible for filming and editing in-house video requests
- Maintain the consistency, quality and branding of our video productions
- Explore and monitor content added to Open Doors intranet by partners who work directly with persecuted believers, and advise the Content team in the selection of inspiring stories to build engaging content
- Be responsible for managing content on the Open Doors UK video channels (Vimeo and YouTube)
- Ensure AV content is well organised and stored so that we maintain a good catalogue of content

Hours

- 37.5 hours per week. Usually worked between the office hours of 8.00am to 6.00pm Monday to Friday. This position occasionally involves some evening and weekends at conferences and events for which TOIL (time off in lieu) may be claimed.

About the Team

You'll join a friendly, highly skilled team of creatives with a passion to tell challenging and inspiring stories from the persecuted church. Reporting to the Creative Design Manager you will also work closely with:

- Head of Content
- Content team
- Marketing team
- Wider team members from across the organisation
- Freelance Producers, Videographers and Video Editors

Who You Are:

You will demonstrate the following criteria for this role:

Calling

- Committed Christian who is completely in sympathy with the calling and mission of Open Doors

Competency

- Film and media skills that you can demonstrate through a relevant foundation/degree or experience
- Good working knowledge of Adobe Creative Suite, especially Adobe Premiere.
- Knowledge and experience of filming with DSLR cameras or similar
- After effects and motion graphics skills would be desirable
- Excellent interpersonal skills
- Attention to detail and ability to follow processes
- Competent user of Microsoft Office
- A visual eye for detail and creativity
- Ability to tackle problems
- Strong organisational abilities regarding media management/archiving and file naming

Character

- Ability to work effectively under pressure to meet tight schedules and to multi-task and manage multiple projects
- Positive attitude, proactive approach and a willingness to learn
- Responsible and mature outlook
- High standard of personal hygiene; clean, tidy and professional appearance

Culture

- Fellowship with Open Doors staff
- Commitment to Open Doors' core values

Applying your Christian Faith to This Role:

Because of the essential Christian context in which the role will be performed, the role is subject to an occupational requirement under the Equality Act that the post-holder be a practising Christian. Each working day will involve collective prayer and worship, together with shared reflections on the work of Jesus Christ. All members of staff at Open Doors are expected to actively participate in this shared time and members of staff take it in turns to lead the act of collective worship.

There will be many ways you will be able to apply your Christian faith and the outworking of your faith to the context of Open Doors. The list below gives some of the expectations of this role but is not exhaustive or intended to limit you:

- Contributing to and leading daily devotions (this can be for the whole team or just smaller, departmental groups)
- Participating in retreats, days of prayer and fasting etc.
- Committing to private prayer for the work associated with this role, your direct reports and closest colleagues
- Working in such a way so as to reflect biblical principles of leadership and service
- Applying biblical principles of godly stewardship to operational responsibilities
- To be open and obedient to God's voice and direction in relation to any strategic matter and to always seek His will above all else
- An openness to the prompting of the Holy Spirit

Enhanced disclosure information may be requested from the DBS in the event of a successful application.