



VIDEOGRAPHER/ EDITOR - Kickstarter Position

MVP Media is an innovative youth driven social enterprise that works to develop skills and create opportunities for young people in the creative industries.

Our focus is on personal and social development, increased employability and higher education support. We aim to tackle exclusion and help prepare disadvantaged young people for the workplace.

MVP is dedicated to providing creative opportunities for young people from marginalized communities. Therefore, a genuine acceptance and appreciation of people from any background and culture is necessary.

Office Address

500 Larkshall Road, Suite 14
Chingford, E4 9LA

Please refer to our website and social media for further information:

<https://www.mvpmedia.co.uk/>

<https://www.facebook.com/MVPWs/>

https://www.instagram.com/_mvpmedia/?hl=en

<https://www.youtube.com/channel/UCMoqa1V5oD-z0OwQg90OGrg>

https://twitter.com/mvpmedia_21?lang=en

Responsibilities

As a videographer with MVP Media, a social network, tasks will include but are not limited to:

- Designs, transports, sets up, and operates production equipment, including audio and lighting equipment, for field and studio productions.
- Computer edits video segments on a variety of digital formats.
- Completes trouble and preventive maintenance reports on video and audio production equipment; assists in repair and upkeep of studio and production sets and properties.



- Maintains equipment inventory and field and studio production schedules.
- Performs miscellaneous job-related duties as assigned.

Working Hours

MVP's office hours are from 9:30 am to 5:30 pm. This is a flexible, part-time position with 25 working hours a week. Some hours will be set but we aim to maintain as much flexibility as possible. We generally work in office Mondays, Wednesdays, and Fridays and work remotely Tuesdays and Thursdays, unless a project demands otherwise.

Details of Employability Support

- Working with different people
- Setting personal objectives
- Managing difficult situations

Skills/Qualifications

Please refer to Kickstarter program qualifications. Interest in the film industry and experience working with creative personality types is desirable. In addition to relevant experience and secretarial and administrative knowledge, you'll need to show evidence of the following:

- Ability to operate, maintain, troubleshoot, and perform repairs to audio and video equipment.
- Ability to effectively manage time and schedules.
- Records maintenance skills
- Ability to configure, operate and maintain studio and/or field audio, lighting and associated production equipment.
- Knowledge of computerized tape editing applications and procedures.
- Knowledge of professional audio and/or video tape editing and post-production procedures, techniques, and standards

Information about the Kickstart Scheme can be found here:

<https://www.gov.uk/government/collections/kickstart-scheme>