



Cinematographer/Editor Job Description

September 2021

Position: Cinematographer/Editor
Reports to: Director of Production
Time: Full-Time (40 hrs/week)
Salary: \$45,000-\$55,000

Summary

Captivate Media + Consulting is a growing team of expert school communicators who use stories to positively impact education. We are the K-12 leader in crafting high-impact professional video, graphic design and motion graphics that communicate complex messages to audiences with clarity, purpose and intent. Captivate Media + Consulting is looking for a full-time cinematographer/editor for a newly created position due to business growth. We are seeking a candidate who is knowledgeable of the video production process, but is also humble enough to admit they don't know it all.

More important than technical skills, we seek someone with solid values and a strong work ethic who can work well in a collaborative team environment. Our company's core values of integrity, craftsmanship, investment and equity are more than just words on our website. They are the fabric of who we are and guide us in our day to day work.

Our work continues to attract clients from across the country and some travel may be required. The position will include a little bit of everything...pre-production planning, production and post-production. The ability to script and write in both technical and narrative styles will earn bonus points.

We love to tell stories and need someone who can go through interviews and help find strong soundbites that tell our clients stories. Our editing platform is Final Cut Pro X. Our graphics are created with Adobe After Effects. Our videos are primarily shot with Canon C200s and DJI drones. We've got plenty of "toys" to increase the production value of our videos, but like to have a strategic reason to bring them out. Story comes first, special effects come later, and are always used to advance the story and the message.

Within your application, please include a link to videos you have helped create. Be sure to note your role(s) in the production. We are not looking for demo reels...show us something you actually created for a client or for a class. Please also include the phrase "I love green jelly beans" somewhere in your application. Seriously. Attention to detail is important for this job. Please, no phone calls inquiring about the job.

The Job:

- Lead the cinematography during on-site production with clients
- Edit videos ranging from longer storytelling pieces to short social media based content
- Collaborate with production team to concept videos
- Write scripts and build shot lists for video projects
- Work with Project Manager and Director of Production to maintain timelines and schedules for projects
- Continuously represent Captivate Media + Consulting with excellent and poised communication to both external partners and prospective and ongoing customers
- Other duties as assigned

Skills/Qualifications:

- Proficiency with current editing softwares, video production equipment, and filming and lighting techniques
- Strong understanding of story
- A hunger for learning
- Genuine passion for providing an outstanding experience and service to customers and external partners
- Ability to manage time appropriately
- Be familiar with Mac OSX
- Able to deliver action items and complete tasks against multiple projects and deadlines
- Follow-up and follow-through skills with the ability to ask questions for clarification
- Ability to problem solve and work effectively when parameters are not well defined
- Strong written and verbal communications for internal and external customers
- Demonstrated ability to think ahead, take initiative and anticipate needs
- Engaged, professional with positive attitude; constantly contributing to Captivate Media + Consulting's success – “no task is too big or too small” approach

Requirements

- Comprehensive knowledge of the video production process
- Highly tech savvy
- Must be able to pass a background check
- Must be dependable, punctual, and work well with others with little supervision
- Ability to operate a reliable personal vehicle for assigned errands and possess current valid driver's license and insurance

To apply for this position, please send an email with a cover letter, resume and links to work samples to jake@captivatemedi.us by October 4, 2021.