

JOB DESCRIPTION



Job Title:	Film/video editor (offline and online editing)
Responsible to:	Director
Responsible for:	Assembling raw material into a finished product suitable for broadcasting. The material may consist of raw camera footage, dialogue, sound effects, graphics and special effects.
Department:	Media, Post Production
Contract:	Freelance
Salary:	Dependant on age and experience.

About Living the Dream:

Living the Dream engages and empowers young people, by presenting platforms to develop skills in: street dance, contemporary dance, break-dance, musical theatre, acting and singing. We also give talented members roles backstage like choreographers, script writers, photographers, cinematographers, sound engineers, production assistants, and designers. Living The Dream shows young people at their best, encourages members to start believing in themselves and demonstrates the positive contribution that young people can make to their communities.

Living the Dream's Vision:

We are currently working towards the first dance app to be ever created on the Virgin Media's TiVo service. It will include videos of dance performances, interviews, classes and behind the scenes of top dance groups in the UK. We are determined to work with the best to deliver a range of impressive high quality footage showcasing the best of dance, engaging new audiences as well as creating exposure and promoting Living the Dream. We also want to provide opportunities for young people who show potential in their field. This will be a huge platform to showcase your work and skills, build your portfolio and get involved in other Living the Dream activities as the company grows, e.g. flash-mobs, professional company and talent agency etc.

MAIN PURPOSE OF POSITION

The purpose of this position is to work as an integral member of the Post Production department of the Media team as an Offline and Online Editor. Main responsibilities include editing footage according to the brief set out by the director. You will also be responsible for delivering the final product to the required specifications, ready for broadcast use on Virgin TiVo.

DUTIES & RESPONSIBILITIES

Offline Editor

- Receiving a brief, and maybe an outline of footage and/or shot list, script or screenplay
- Assembling all raw footage, with camera shots either recorded or transferred onto a hard drive in preparation for inputting into the computer;
- Inputting uncut rushes and sound, and synchronising and storing them into files on the computer;
- Digitally cutting files to determine the sequence of the final edit and determine what is usable;
- Creating a “rough cut” of the final edit and determining the exact cutting for the next and final stages;
- Re-ordering and tweaking the content to ensure the logical sequencing and smooth running of the final edit.

Additional work activities may include:

- Overseeing the quality and progress of audio and vision engineering and editing;
- Consulting with the director, producer and/or client throughout the post-production process;
- Familiarising oneself with the style of specific directors;
- Experimenting with styles and techniques including the design of graphic elements;
- Selecting the most effective shot of a scene in terms of drama, story relevance or continuity;
- Writing voiceover/commentary;
- Suggesting or selecting music

Online editor

- Correcting faulty footage;
- Grading/colouring;
- Adding special effects to finish the final edit

General

- To be committed to putting excellence in the heart of everything we do
- To promote and comply with current legislation and Living The Dream’s policies on Equality, diversity and Health & Safety both in the delivery of services and the treatment of others.
- To be responsible for identifying and undertaking training and personal developments to meet business needs.
- To undertake any reasonable duties, suitable to the level of the post so as to ensure the smooth running of the Post Production department at Living The Dream.

PERSON SPECIFICATION

Essential

- A keen eye for detail and a critical mind;

- Creativity;
- The ability to listen to others and to work well as part of a team;
- A high level of self-motivation, commitment and dedication;
- Organisation skills and self/time management skills;
- Strong written and oral communication skills

Desirable

- A passionate interest in film/video editing
- Highly technically skilled in order to construct the product
- Experience in appropriate editing software packages, such as AVID and/or Final Cut Pro

Please send a CV detailing your skills, experience and interests, and a show reel or portfolio of your work with a covering letter outlining your suitability for this position and why you would like to join our Living the Dream media team to **Zoe Jackson** at **info@livingthedreamcompany.co.uk**.

Find out more www.livingthedreamcompany.co.uk