

Video Editor | State Capability Enhancement Project (SCEP), Office of Development Commissioner Government of Meghalaya

About the Position

We are looking for a talented Video Editor who can shoot and record raw footage into a finished project that matches the vision of Meghalaya state Capability Enhancement Programme (SCEP) and render it suitable for broadcasting. They should be able to bring sight and sound together in order to weave a cohesive story.

No. of vacancies: 1

Responsibilities include:

- Working closely with the Media and Communications team and SCEP team as a whole, for all video production assignments.
- Creating a storyboard/script for team review before beginning the editing process.
- Taking a brief grasp of the production team's needs and specifications.
- Review shooting script and shoot and collect raw material to create a shot decision list based on scenes' value and contribution to continuity.
- Trim footage segments and put together the sequence of the film/video/documentary.
- Input music, dialogues, graphics and effects.
- Create rough and final cuts.
- Ensure logical sequencing and smooth running.
- Consult with team members from the production to post-production process.
- Continuously discover and implement new editing technologies and industry's best practices to maximize efficiency.

Functional Competencies:

- Creativity and innovation in video production.
- Ability to work in a team as well as work autonomously.
- Ability to work under high pressure and in difficult situations to deliver quick results.
- Enjoy working in a demand-driven environment, motivated by a willingness to respond rapidly and effectively.

Education:

- Minimum graduate degree. A degree in cinematography/filmmaking would be an asset.

Experience:

- At least 4-5 years of experience in professional video production and editing (or film-making, direction, shooting etc.) required.
- Must have a demonstrated experience in video production; Sample/s of uploaded videos is to be shared for review.
- Professional video editor/producer with demonstrated experience in video production relating to humanitarian and development issues with experience using professional video editing software such as Final Cut Pro, Adobe Premiere or similar software.
- Experience with different video format conversions for download and online streaming.
- Long Standing experience in covering subjects in a sensitive context and challenging environment.

Language:

- Fluency in English, written and spoken is a must.
- Working knowledge of local languages (Khasi, Garo or Pnar) would be a considerable asset.

Terms

This is a full-time role based in Shillong. The Video Editor will be offered a one-year contract initially, with possibility for extension, and will be paid between INR 35,000 per month. This position will report directly to the Development Commissioner.

To Apply

To Apply for this role, you can submit your **latest resume, cover letter with the application form and at least 2 work samples** to the following email address:

scep.communication@gmail.com. Please clearly mention the position applied for in the subject line. You may also submit a scanned application to the above email address. The application form can be accessed by clicking on this link:

https://docs.google.com/document/d/1srgHuZqr-AWtknEUmw4SmKR2Vm5rPUXwGIH43sx3_lo/edit?usp=sharing