



Job Descriptions

Job Title: Creative Tutor

Location: BFI Southbank

Reporting to: Operations Manager

Overall Objectives:

You will lead a group of young people in creating a video production on our various courses. This will be done by ensuring the optimum quality of creative ideas, execution and production values. To ensure that the experience of the young people on the course is valuable, enjoyable and supported and shareable with other young people through their own video stories.

Working Schedule:

Documentary, Music video and Advertising course (Please check website)

Time: 9.30am - 4pm

Responsibilities

- To guide the young people in generating ideas
- Ensure a professional working atmosphere is maintained and that everyone is engaged in positive, constructive activities at all times.
- Ensure that all activities are planned and resourced fully in advance, where possible that all beneficiaries attend on time.
- Responsible for all video and editing equipment in your care.
- Collating monitoring and evaluation at the end of each course

Skills and experience required:

Essential:

- Solid experience of all creative and technical aspects of video production – **idea generation**, planning, scripting, storyboarding, **single and multi-camera shoots**, lighting, backdrops, locations, **quality sound recording**, **interview technique**, VOs, **editing on Final Cut Pro**
- Experience working with young people
- Excellent problem solver and creative thinker
- Strong communicator, excellent writing and presentation skills
- Extremely confident and able to engage with young people from difficult backgrounds



- **DBS Checked**

Desirable:

- Teaching or coaching experience
- Experience of producing or directing films
- Up to date on current youth culture

This role is best suited to an individual who enjoys working with young people from all walks of life and has an interest in media.

Send your CV and Cover letter to **info@iconicsteps.co.uk**