



Job title	<i>Video and Audio Editor</i>
Reports to	<i>Video Director</i>

Job purpose

The Video and Audio Editor is a key member of the Content team at Axis. He/She will plan, record and edit video and audio projects including podcasts and instructional film products.

Duties and responsibilities

- Schedule shoots/recording sessions, write scripts and plan shot lists
- Set up and tear down lighting, audio and cameras for shoots
- Create animations and other graphics for videos
- Shoot and edit footage and work with in-office and guest talent on set
- Record and edit audio and choose music for projects

Qualifications

Qualifications include:

- Maintains a personal relationship with Jesus Christ and is a consistent witness, maintaining a courteous, Christ-like attitude in dealing with people within and outside of Axis
- Experience with Adobe Premiere Pro, After Effects and Audition preferred
- A portfolio of video work samples for review
- Willingness to grow, be challenged, and adapt
- Willingness to collaborate and receive critique
- Ability to independently manage projects and meet deadlines

Working conditions

This position is salaried, while hours are typically 8:30 a.m.-5:00 p.m. Monday-Friday, when in office, hours will vary but should not exceed 42 hours/week. Travel is minimal.