

School of Arts & Culture

Mexican Heritage Plaza

POSITION OVERVIEW

The School of Arts and Culture at Mexican Heritage Plaza (SOAC) is seeking a creative team player to become our Video Editor. SOAC invites applications and nominations of candidates with the skills, characteristics, and experience described below. The ideal start date for this position is 5/6/2024. However, applications and nominations will be accepted until the position is filled.

ORGANIZATIONAL BACKGROUND

SOAC envisions a world where creativity inspires compassion and vibrant communities. The organization's mission is to catalyze creativity and empower the community. SOAC is guided by the following values:

- **CREATIVITY:** We believe in the transformative power of the arts. Creativity is the foundation of our humanity.
- **HERITAGE:** Heritage encompasses cultural traditions and foundations that groups share. We connect to our collective past experiences as they inform and help to define current contexts and future hopes. We celebrate our heritage even as we create new experiences.
- **INCLUSION:** Inclusion is a state of belonging. The School believes that equitable access to resources ensures a thriving community. Therefore, the Mexican Heritage Plaza is open and welcoming to everyone.
- **PLACE:** The concept of place is broader than a single facility. As an anchor organization for East San Jose, the School of Arts and Culture activates the vibrancy and celebration of our local community. We take pride in the richness and potential of our Eastside neighborhoods.
- **SERVICE:** The School considers itself a servant of the community. We recognize that in order to inspire leadership, we must approach every interaction from a place of humility and respect.

With a dynamic staff, the SOAC delivers unique classes, activates the Mexican Heritage Plaza (MHP) through community events, and offers cultural programs that embrace all, while rooted in Mexican Arts. By activating the MHP, the SOAC serves local residents engaging over 100,000 people annually in community events and arts experiences.

POSITION DESCRIPTION

The Video Editor works on a part-time schedule for the Production Department. The Video Editor works collaboratively and creatively with the rest of the Production staff to deliver on internal (SOAC) and external (client) requests as documented in the production schedule, delivery timeline, branding standards, and other production notes. The ideal candidate will have the ability to work remotely when necessary.

The Video Editor is a part-time position and reports to the Video Production Manager and/or the Video Director on a project. The probationary period will run 90 days from the Video Editor's start date. The hourly pay range for this position is \$25 - \$38 per hour, depending on experience level. Hours for this position range by need and season; typically 20 - 32 hours per week.

GENERAL RESPONSIBILITIES AND DUTIES

- Uploading and maintaining organization of digital assets across network and cloud-based storage systems.
- Review and edit raw material and trim footage to ensure the project follows a logical sequence and maintains structural format across the edit.
- Manipulating content using modern editing techniques; inserting dialog, sound effects, music, graphics, and special effects.
- Consulting with the project lead, production team, and relevant client or department throughout the project.
- Rendering and file delivery to the appropriate department, client contact, or platform.
- Assisting the production team in maintaining and organizing cable, audio, video, and lighting equipment as directed.
- Occasionally operating Blackmagic camera systems and video accessories.

REQUIRED QUALIFICATIONS

- 1) Fluent in English.
- 2) Experience engaging with diverse stakeholders.
- 3) Experience creating event highlights, narrative, commercial, and informational videos.
- 4) Proficient in Adobe Creative Suite: Premiere Pro, After Effects, Media Encoder
- 5) Skilled in advanced video editing, color correction RAW/LOG footage, and understanding of video codec & bitrate for the highest quality deliverable.
- 6) Comfortable with receiving feedback on narrative, tone, and/or structural changes to the story.
- 7) 3+ years producing and editing digital videos.
- 8) Ability to work both independently and collaboratively.

DESIRED QUALIFICATIONS

- 1) Fluent in Spanish.
- 2) Equipment and ability to edit remotely.
- 3) Commitment to the importance and values of community development and empowerment.
- 4) Cultural sensitivity and awareness of the unique challenges and opportunities of the East San Jose community.
- 5) Commitment to continuous learning and improvement.
- 6) An optimistic and collaborative work style.
- 7) Comfort with a high-paced, multi-tasked work environment.

HOW TO APPLY

Send resumes, portfolios, and websites to the following contact: Fidel Gomez "Video Production Manager" at Fidel@mhplaza.com