

Job Description

Job title: Filmmaker/Editor
Department: Marketing & Communications
Reports to: Head of Digital
Liaises with: Content Producer, Marketing Manager, Press Manager, Director of Marketing & Communications
Hours: Permanent/Full Time

ENB – WHO WE ARE AND WHAT WE DO

ENB has always been a pioneering ballet company and our mission is to take world-class ballet to as many people as possible, wherever they are and whatever their means. We tour annually to numerous UK towns and cities, as well as prestigious venues worldwide. Our significant and influential contribution to Britain's cultural sector is demonstrated by strong and diverse audiences, regular recognition by key industry awards, and the elite talent that we attract and retain. We work to evolve our artform, whilst celebrating the classics and believe that our organisation, on stage and off, should reflect the world in which we live. ENB's output and productivity is high for an organisation of our scale, but that is one of the things that is attractive both to our international talent and to our funders.

In 2015 we embarked upon an ambitious capital project to relocate from our limited rehearsal premises in Kensington to a new purpose-built home on London City Island (LCI). The new building is a 93,000 square foot industry-leading centre for dance, where ballet is created, taught, rehearsed, developed, and shared with our audiences. With significant backing from Arts Council England, the Greater London Authority [GLA] and the generosity of a significant number of philanthropists and trusts, we successfully completed a £36m capital campaign and moved into our new home in July 2019.

Despite a successful 9 months in our new home, we were forced to close our doors to the public in March 2020 as the Covid-19 pandemic hit. Nevertheless, we have now managed to return to our studios, creating work for digital and ensuring we are performance ready. We anticipate being back on stage, albeit to socially distanced audiences, in the early summer of 2021.

PURPOSE OF THE POST

The filmmaker/editor role will be responsible for the creation and delivery of digital content, capturing and editing social media assets, short films, teasers, trailers, interviews, vox pops, behind-the-scenes assets, archive filming, production capture and the creation of class content for [BalletActive](#).

You will be a talented shooter, editor and creative storyteller who can contribute innovative ideas to communicate the vibrant life of English National Ballet. You will have extensive experience filming and editing your own shoots, managing the complete filmmaking process from conception to post-production and delivery.

You will be able to respond to briefs from internal and external stakeholders with a passion and a robust knowledge of what content works across all digital channels including our social media platforms, website and video-on-demand platform, ENB at Home.

KEY RESPONSIBILITIES

- Serve as English National Ballet's in-house filmmaker, capturing and editing compelling video content to brief; work with the Content Producer to identify creative ideas and compelling stories; capturing and editing content for online and social media channels.
- Conduct recorded interviews with our artists and partners, presenting an authentic view by putting people at their ease.
- Coordinate and manage multi-camera film production shoots of ballet shows and events, selecting and contracting freelancers, arranging memos, call sheets and risk assessments. Plan and schedule any archive recordings of studio rehearsals, dress rehearsals and performances as required.
- Support the Head of Digital and Content Producer on the technical delivery of all live stream and broadcast initiatives, working with external production companies and crews on capture, delivery and storage of material.
- Work with internal and external artists and to plan, shoot and deliver on-demand and live ballet classes for inclusion on our subscription service [BalletActive](#); actively support the creative development of this strand of work, contributing ideas for improvements and more efficient ways of working.
- Manage and execute post-production of content including audio mixing, colour correction, format conversion and file management.
- Develop and communicate timelines, schedules and project plans for own work and processes, managing time-effectively to deliver projects on time.
- Manage and maintain all video and sound equipment, offering specialist knowledge on digital video and keeping up to date with the most suitable editing software. Advise on the latest technologies and trends to support the organisation to be at the forefront in the delivery and use of video content.
- Develop strong working relationships with artists, internal departments, production companies, freelance filmmakers, suppliers and stakeholders.

- Work with the Technical team to ensure the preparation of performance spaces and production equipment needed, including providing detailed risk assessments.
- Work with IT Manager to manage storage requirements, maintaining accurate storage of all rushes, edits, project files and related assets.
- Actively engage with English National Ballet's vision, continually contributing creative ideas and new working practices to communicate the life of the company.
- Any other duties that are commensurate with the post.

PERSON SPECIFICATION

Experience and Knowledge

- Extensive experience as a filmmaker and editor with a thorough understanding of DSLRs and HD/broadcast cameras, lighting and sound equipment.
- Experience of digital media formats and broadcast technology, including video and DVD formats, codecs, compression techniques and format requirements/constraints.
- Proven knowledge and experience of the latest production techniques with demonstrable knowledge of Adobe Premiere Pro, Media Encoder, Photoshop, After Effects (or similar tools) and other related grading, colour correction, graphic design, motion graphics and audio packages. Good working knowledge of Microsoft Office and digital asset management systems.
- Demonstrable experience working in content creation for arts and culture audiences, with strong knowledge of the best methods of capturing ballet or dance.
- Experience producing content at scale, in a variety of formats to specific briefs and delivered to strict deadlines.
- A portfolio that demonstrates a wide variety of creative and engaging video storytelling techniques and an understanding of the latest trends and technology.
- Knowledge of production management of multi-camera capture with experience of coordinating film production crews.
- A strong interest and understanding of evolving social media platforms and best practice for editing effective media content to suit the needs of different platforms.
- An elementary understanding of live broadcast and streaming processes and requirements.
- An understanding of licensing and copyright pertaining to video and audio content.

Skills and Abilities

- Strong understanding of content that engages audiences online with a demonstrable ability to develop new creative ideas and fresh approaches.
- Skills with self-shooting with experience filming your own productions.
- Clear understanding of digital and social media trends with a passion for keeping up with the latest techniques, technologies and innovation.
- Highly organised, self-motivated and able to complete multiple tasks to required timescales and the highest standards.
- Clear, confident communication (strong-verbal and written) and active listening skills; ability to communicate effectively at a senior level with internal and external stakeholders.
- Excellent relationship building and interpersonal skills with strong influencing and negotiating skills, focused on making well-considered business decisions.
- Responsive and quick thinking in rapid paced environments, with a focused and calm approach.
- Understanding of health and safety considerations and risk assessments.

Mind Set

- Professional and ethical approach in all aspects of your work as an ambassador for the Company.
- Positive enthusiasm for ENB and the performing arts generally.
- Effective in balancing work and life demands.

This job description is a guide to the nature of the work required of the prospective employee and does not form part of the contract of employment. It is neither wholly comprehensive nor restrictive and therefore does not preclude change or development that will inevitably be required in the future.