



Position: Video Producer (Full Time)

Reports to: Executive Producer – Arts and Culture

Supervises: No direct reports but may guide the work of others

Exempt / Non-Exempt: Exempt

Location: On-Site, no remote work currently available

Summary: This is a highly creative role requiring effective organizational skills, successful communication and an individual who values collaborative work. The Video Producer will create television, broadcast, digital, and podcast content, coordinate assigned productions, conduct in-depth research, arrange and conduct interviews. This role requires effective communication with production crews throughout assigned productions, including in the field (electronic field productions). Powerful content creation is a significant part of this role. This role is responsible for coordinating the activities of assigned staff including photographers and technicians during specific productions. Working as part of a team and/or in collaboration with others with wide latitude for the exercise of independent judgment to achieve results is part of the day-to-day activities.

Specific Duties (including but not limited to):

- Research, report, write, and produce video stories, from short social reels to 6-10-minute-long stories, for distribution on broadcast, digital and social media platforms.
- Line produce assigned shows and podcasts including overseeing editing and preparation for final distribution on time and within budget.
- Works collaboratively with production crew including photographers and editors in the development and execution of stories, shows and podcasts.
- Collaborates with internal teams on creation of assets for social distribution, email newsletters and live events, including screenings and panel discussions.
- Implements and responds to technical and creative feedback.
- Prepares necessary reports and/or maintains log of production activities.
- Ensure all production related records, releases, and media are obtained and organized according to standards for future use.
- Acts as a PBS ambassador to internal and external partners. Present highly professional image through verbal and written interactions.

Education / Experience / Qualifications:

- Bachelor's degree (Journalism, Broadcasting, Communications, or related field preferred).
- Three to six (3-6) years' experience in writing/producing programs in studio and on location; OR a combination of relevant experience, training and/or education.
- Demonstrated experience (reel required) in field producing and studio production.
- Proven effective communication and storytelling skills including written and verbal.



- Experience working independently to enterprise stories, create production timelines, manage a crew in the field and oversee the editing process.
- Demonstrated flexibility, curiosity, and eagerness to collaborate on a wide range of projects and topic areas important to residents of Rhode Island and Southeastern Massachusetts.
- Highly skilled in working as a team member, can both provide mentorship to less experienced team members, and actively seek feedback on their own work.
- Knowledge of equipment utilized in production and editing.
- A valid driver's license and ability to pass a driving record check.
- A willingness to work occasional evenings and weekends.

Preferred Qualifications

- Background producing video content and/or projects for a journalism organization and a commitment to a rigorous editorial process highly preferred.
- Photography experience and ability to edit both stills and videos.
- Ability to shoot video and edit using Final Cut Pro X and/or Adobe Premiere.
- Familiarity with the Adobe Creative Suite.

Who We Are: With the support of our members and sponsors, Rhode Island PBS serves the needs of all generations within Rhode Island and southeastern Massachusetts. We spark imagination, explore our history and reflect the values of our diverse community. Guided by civic engagement, we provide unique, high-quality local, national and international programming, and digital content that educates, inspires and engages.

The video producer will be joining Rhode Island PBS at a key inflection point in its evolution. We are merging with Rhode Island's NPR affiliate to become a true multimedia journalism organization focused on serving both Rhode Island and Southeastern New England.

What We Offer: At Rhode Island PBS, we foster a creative, dynamic workplace where employees can thrive, grow and connect with our mission. We offer a comprehensive benefits package that includes:

- Health and Wellness Benefits including health, dental and vision insurance;
- 403(b) Retirement Plan Benefit that includes a 100% matching contribution up to 6% of the employee's contribution, plus a pre-tax employer discretionary match up to 2% of the employee's compensation;
- Paid Time Off package of 25 days, as well as a minimum of 12 holidays each year;
- Other Benefits Options including a flexible spending account, life insurance, long-term disability insurance, pet insurance, and other voluntary insurance options.

The Ideal Candidate: This role sits within the Arts & Culture team and offers an extraordinary opportunity to produce creative feature journalism across a variety of programs and platforms. Music, art, culture and cute animals are all part of your regular beat. However, awareness and understanding of local politics and social issues and the ability to go beyond surface-level reporting is required. This role involves producing both



stories and shows. The ratio is more generally tilted towards story production, but it depends on the timing of the production cycle.

We are looking for a candidate who is flexible, nimble and can collaborate both internally across production teams and with external content partners on stories, broadcast shows and podcasts.

How to Apply: Interested applicants should email their application documents to careers@ripbs.org. Required application documents for this position include:

- Resume
- Cover Letter
- An original reel, approximately 8-12 minutes in length, including 2-5 full projects showing examples of your work. Include a brief explanation of your specific duties for each story/segment.
- Links to website, portfolio, and/or other work examples relevant to this position.

Applications will be reviewed on a rolling basis, but applications submitted by May 30, 2024, will receive priority consideration. Please indicate the position to which you are applying in the subject line of your email.

No phone calls, please.

Rhode Island PBS is an equal opportunity employer committed to maintaining a diverse and inclusive workplace. People of color, people with disabilities, and LGBTQ candidates are encouraged to apply. We consider all applicants without regard to race, color, religion, gender identity, gender expression, sex, sexual orientation, national origin, age, disability, military service, or genetic information.