



<b>Job Title:</b>	Digital Storyteller	<b>Department:</b>	Marketing
<b>Reports to:</b>	Marketing and Creative Manager	<b>Supervises:</b>	N/A
<b>FLSA Status:</b>	Exempt	<b>FT/PT:</b>	Full-time

### Company Overview

Girl Scouts of the Jersey Shore is committed to building girls of courage, confidence and character who make the world a better place! We serve more than 10,500 girls from Monmouth and Ocean counties with the resources to become tomorrow's leaders. All of this is possible thanks to the dedication of our 3,800 adult members, more than 40 full-time staff, 20+ board members and countless supporters, all believing in our mission.

### Position Summary

Girl Scouts of the Jersey Shore is looking for a Digital Storyteller whose desire is to make a difference in the world and uplift viewers by conveying impactful work of GSJS. This position will require filming and editing video for projects, including but not limited to promotional content, commercial creation, public service announcements, video and photo editing. The qualified candidate will work independently and collaboratively with MarComm Team and the Fund Development Manager for daily planning, brainstorming and content creation. Creativity is a must!

### Essential Job Functions

- Creates compelling videos and other digital content.
- Conceptualize, shoot, edit, and finish high impact videos and other digital content on tight turnarounds in a deadline-driven environment.
- Perform editing and finishing (color correction, audio mixing, motion graphics) for a variety of public and internal video products.
- Collaborate with team members and other staff to conceptualize, plan, and execute video projects.
- Assist in defining style and branding techniques that give our video a voice and make it stand out from the pack.
- Research and advise on best practices, both technical and creative.
- Maintain an organized library of digital media assets.
- Produces content for multiple uses including social media, solicitation and events.
- Edits videos in a creative yet branded way to create and support a consistent voice for GSJS.
- Directs the acquisition and management of equipment (camera, lighting, audio) and the appointment of a studio in headquarters, keeping all equipment in good working order.
- Directs the work in a collaborative fashion, including engaging the VP external affairs and Marketing and Creative Manager and Fund Development Manager when appropriate.
- Generates on-screen text and graphics for video productions in coordination with communications managers.
- Secure approvals from all video subjects including obtaining signed release from individuals who are interviewed or appear for any significant time on camera.
- Systematically catalogs all related video footage for b roll and future use.
- Ability to work with internal and external stakeholders to deliver video content that meets brand standards and guidelines for GSJS.
- Maintain assigned equipment, including cameras, lights, editors, and peripheral gear and initiating repairs when necessary.
- Perform other duties as assigned.

### Skills & Qualifications

- High School Diploma and 1+ years' equivalent experience in video production, photography, video editing, and/or content creation required.
- Demonstrated video and photography portfolio.
- Must have a valid NJ Driver's License and proof of insurance.

- Be the go-to team member for all video content requests.
- Remain up-to-date with video trends and provide creative, out-of-the-box recommendations for new footage for social media, ads etc.
- Experience with Adobe Premiere, After Effects and some Photoshop Experience a plus.
- Experience with events & youth organizations is preferred but not required.
- Experience in photo and video shooting and music video production a plus.
- Excellent verbal and written communication skills.
- Excellent interpersonal and customer service skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Ability to function well in a high-paced environment.
- Proficient with Microsoft Office Suite or related software.
- Thorough understanding of Company's products and/or services.
- Ability to be flexible and open to change.
- Ability to accept criticism and work well under pressure.
- Experience identifying problems and implementing innovative solutions.
- Be or become a registered member of the Girls Scouts of the Jersey Shore.
- An ability to work nights and weekends as needed.

### **Physical Requirements**

- Ability to lift, carry, and transport up to 35 pounds.
- Frequent sitting, standing, walking, bending, and twisting upper body.
- Frequent periods of sitting at a desk and working on a computer.
- Continuous indoor and outdoor activities and exposure to weather, florescent and sun light.
- Must be able to travel with Monmouth and Ocean counties.

### **Equal Opportunity Employment**

Girl Scouts of the Jersey Shore is an equal opportunity employer. Qualified applicants receive equal consideration for positions without regard to race, creed, color, national origin, nationality, ancestry, age, sex (including pregnancy and harassment), marital status, domestic partnership or civil union status, sexual orientation, gender identity or expression, atypical hereditary or blood trait, genetic information, veteran or military status, mental or physical disability, or any other consideration made unlawful by applicable federal, state, or local laws.

### **To Apply**

Interested candidates should send a cover letter, resume, and portfolio by November 3, 2022 to Human Resources at: [bjara@gsfun.org](mailto:bjara@gsfun.org), Subject: "Videographer/Editor." No faxes or phone calls, please. Only those candidates selected for an interview will be contacted.

**Girl Scouts of the Jersey Shore**

800.785.2090 • [GSFun.org](http://GSFun.org)

Monmouth Service Center

242 Adelphia Road

Farmingdale, NJ 07727

Ocean Service Center

1405 Old Freehold Road

Toms River, NJ 08753

